5/S

GOVERNMENT INFORMATION CENTER
SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO
PUBLIC LIBRARY

REFERENCE
BOOK

Not to be taken from the Library

AUG 2000

SAN FRANCISCO PUBLIC LIBRARY
3 1223 05578 5217

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
7 1989
SAN FRANCISCO
PUBLIC LIBRARY

F
165
4
2/89

JANUARY 9. 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, JANUARY 12, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

WILLIAM WITTE
Acting Secretary/Executive Director

WW/edm

3 1223 05578 5217

F
65
1
2/89

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, JANUARY 12, 1989
4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * *

DOCUMENTS DEPT.
1989
SAN FRANCISCO
PUBLIC LIBRARY

1. ROLL CALL:

   Reverend Harry Chuck, President
   Lewis Lillian, Vice President
   James G. Fussell, Jr., Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Reverend James E. Goode, Commissioner
   Helen Mason, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Approving Modernization Project Grant to Consolidated Annual Contributions Contract No. SF-255 Authorizing Its Execution and Approving Execution and Recordation of Declaration of Trust.

    (b) Resolution - Authorizing Approval of Change Order No. G-2 Project CAL 1-18(6), Ping Yuen North, Bathroom Shower Replacement.

    (c) Resolution - For Approval of Change Order G-8 for Special Security Provisions during the Implementation of a Site Security Improvement Contract at CAL 1-18(2) Yerba Buena Plaza East.

    (d) Resolution - Authorizing the Acting Executive Director to Execute a Contract Amendment #1 to the Existing Contract between the San Francisco Housing Authority and George Miers and Associates for Consulting Services at CAL 1-16, Alemany Housing Project to Redesign Kitchens to Accomodate Clothes Washing Machines and to Redesign the Sewer System to Address Chronic Maintenance Problems.

6 45229 SFPL: ECONO JRS
119 SFPL 07/07/00 65

11. NEW BUSINESS (cont'd)

(e) Resolution - Authorizing the Acting Executive Director to Execute a Contract Agreement between the San Francisco Housing Authority and SEC Engineers Inc. to Address Erosion Problems at CAL 1-9, Westbrook Apartments.

(f) Resolution - Authorizing the Execution of a Purchase Order for the Maintenance of Telephone Equipment at 440 Turk Street for Fiscal Year 1988-89.

(g) Resolution - Authorizing the Payment of Expenses for Travel, Food and Lodging for Five (5) Prospective Out-of-Town Candidates to Interview for the Executive Directior Position.

12. ADJOURNMENT:

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm
TA011289

SF
H65
#3
1/12/89

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, January 12, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, January 12, 1989 at 4:00 p.m.

1. ROLL CALL:

President Chuck called the meeting to order at 4:15 p.m.

Roll call found the following members to be:

PRESENT: Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

ABSENT: Reverend Harry Chuck, President

A quorum was present.

ALSO PRESENT: William Witte, Acting Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Jan Allen, Clementina
Marlene Clyburn, Valencia Gardens
Babs Dow
Willie Eldridge, PHTA
Randall Evans, Westside Courts
Dolores Fields, Sunnydale
Jewel Green, PHTA
Dorinda Jones, Plaza East
Mary McAlister, Valencia Gardens
Roxie McCormick, Sunnydale
Christine Neal
Betty Orcutt, Sunnydale
Ace Washington, WAPAC
Linda Williams, Plaza East
Richard Yee, Ping Yuen

DOCUMENTS DEPT.
JAN 30 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

Commissioner McNamara moved to approve the agenda of January 12, 1989 and Commissioner Fussell seconded the motion. The agenda of January 12, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner McNamara moved to approve the minutes of December 22, 1988 and Commissioner Fussell seconded the motion. The minutes of December 22, 1988 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Witte presented a copy of the response to Dr. Eddie Welbon who had addressed the Commission previously.

6. REPORT OF THE SECRETARY:

The Report of Secretary has been submitted in written form.

Mr. Witte informed the Commission that the Authority has agreed the with residents of Valencia Gardens to conduct on Saturday morning, January 28th, a SF ALIVE/Clean-Up event which we hope will be the start of a kick-off of a continuing Housing Authority/Resident clean-up process. The Authority has agreed to supply the paint and get all supplies available.

Mr. Witte also asked the Commission to go into Executive Session following the meeting to discuss a personnel matter.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

Ms. Chavis, Legal Counsel, requested to confer with the Commission in Executive Session concerning three (3) matters of litigation. Those matters are: National Utilities Services vs. the Housing Authority, Superior Court Case No. 786 115; Ocasio vs. the San Francisco Housing Authority, Case No. 864 568 DSL; Meskunas et al. vs. the City and County of San Francisco et al., Superior Court Case No. 896 598. These are pending matters and Executive Session is authorized under Government Code Section 54956.9 Subsection A. Also included in the Executive Session will be a personnel matter which is authorized under Government Code Section 54957.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson, Interim President of PHTA, addressed the Commission regarding the interim officers of PHTA, the on-going problem with illegal tenants, and future meetings of PHTA.

Ms. Richardson also informed the Commission that PHTA has decided to seek an injunction to halt the interviewing and hiring of the new Executive Director.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) <u>RESOLUTION NO. 3264</u>

APPROVING MODERNIZATION PROJECT GRANT TO CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255 AUTHORIZING ITS EXECUTION AND APPROVING EXECUTION AND RECORDATION OF DECLARATION OF TRUST

* *

(See Attached.)

Commissioner Fussell moved to adopt Resolution No. 3264 and Commissioner Goode seconded the motion.

Resolution No. 3264 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3265

AUTHORIZING APPROVAL OF CHANGE ORDER NO. G-2
PROJECT CAL 1-18(2), PING YUEN NORTH,
BATHROOM SHOWER REPLACEMENT

* *

WHEREAS, the Housing Authority of the City and County of San Francisco, hereinafter called "the Authority", entered into a construction contract with PFW Associates Inc. for the installation of Bathroom Shower Rehabilitation at Project CAL 1-18(6), Ping Yuen North on July 20, 1988; and

WHEREAS, the Authority wishes to modify the scope of work described by Change Order No. G-2 to this contract; and

WHEREAS, the Authority staff has evaluated the change order proposal and found the same to be fair and reasonable; and

WHEREAS, funds in the amount of Change Order are available in the 1988 Community Development Block Grant budget to complete this work;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Order No. G-2 in the amount of $13,880.96 to PFW Associates Inc. is hereby approved.

2. The Executive Director is authorized to execute said Change Order.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3265 and Commissioner Goode seconded the motion.

Resolution No. 3265 was UNANIMOUSLY ADOPTED.

(c) Resolution for Approval of Change Order G-8 for Special Security Provisions during the Implementation of a Site Security Improvement Contract at CAL 1-18(2) Yerba Buena Plaza East.

Commissioner Boileau moved to table this resolution and Commissioner Fussell seconded the motion. The motion passed with one abstention vote from Commissioner McNamara.

(d) RESOLUTION NO. 3266

AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT #1 TO THE EXISTING CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND GEORGE MIERS AND ASSOCIATES FOR CONSULTING SERVICES AT CAL 1-16, ALEMANY HOUSING PROJECT TO REDESIGN KITCHENS TO ACCOMODATE CLOTHES WASHING MACHINES AND TO REDESIGN THE SEWER SYSTEM TO ADDRESS CHRONIC MAINTENANCE PROBLEMS

* *

WHEREAS, the project residents have requested the redesign of the kitchens to accommodate the space for a clothes washing machine; and

WHEREAS, additional engineering services are required to address chronic sewer system problems at the Alemany development; and

WHEREAS, George Miers and Associates is already performing consulting services at Alemany Housing project (Contract No. 050-88-0001); and

WHEREAS, HUD has allocated funds through the CIAP CA 1-914; and

WHEREAS, George Miers and Associates submitted a fee proposal to perform this consulting services for a not to exceed fee of $14,022.00; and

WHEREAS, the Authority staff has evaluated the fee proposal and find it reasonable to perform this work;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Secretary/Acting Executive Director is authorized to execute an amendment to George Miers and Associates original contract for this additional services for a not to exceed total fee of $14,022.00.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3266 and Commissioner Goode seconded the motion.

Resolution No. 3266 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO 3267

AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AGREEMENT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND SEC ENGINEERS INC. TO ADDRESS EROSION PROBLEMS AT CAL1-9, WESTBROOK APARTMENTS

* *

WHEREAS, after completion of the initial report by SEC Engineers, Inc. it was determined that additional funding was required to address the problem; and

WHEREAS, the Authority requested funds for this final phase of this work from C.I.A.P. funding CA 1-916; and

WHEREAS, SEC Engineers, Inc. has agreed to provide the services for the final phase of this work for a not to exceed total fee of $24,800.00; and

WHEREAS, the Authority has evaluated SEC Engineers, Inc.'s proposal for the final phase to perform engineering services on erosion problems at Westbrook apartments. The proposal is responsive and complied with the qualifications required to perform this work; and

WHEREAS, additional funding is now available from HUD from C.I.A.P. fund CA 1-916;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Secretary/Acting Executive Director is authorized to execute an agreement with SEC Engineers, Inc. for the final phase to perform engineering services on erosion problems at CAL 1-9, Westbrook Apartments for a not to exceed fee of $24,800.00 and all scope as outlined in the December 9, 1988 letter from SEC Engineers.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Goode moved to adopt Resolution No. 3267 and Commissioner McNamara seconded the motion.

Resolution No. 3267 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 3268

AUTHORIZING THE EXECUTION OF A PURCHASE ORDER FOR THE MAINTENANCE OF TELEPHONE EQUIPMENT AT 440 TURK STREET FOR FISCAL YEAR 1988-89

* *

WHEREAS, in order for the Authority to operate and maintain its facilities and equipment in a cost effective and financially prudent manner, the services of selected vendors must be secured as follows:

12

No Trim / Flush to Bottom
Flatback / Tattletapes

45229 SFPL: ECONO JRS
19 SFPL 07/07/00 65

PACTEL INFOSYSTEMS - Labor, parts, materials and equipment for the preventive maintenance and routine repairs of telephone equipment at 440 Turk Street.

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1988-89;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for the services detailed above in the following not to exceed amount.

   PACTEL INFOSYSTEMS - $5,676.00

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3268 and Commissioner Goode seconded the motion.

Resolution No. 3268 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3269

AUTHORIZING THE PAYMENT OF EXPENSES FOR TRAVEL, FOOD AND LODGING FOR FIVE (5) PROSPECTIVE OUT-OF-TOWN CANDIDATES TO INTERVIEW FOR THE EXECUTIVE DIRECTOR POSITION

* *

WHEREAS, the position of Executive Director of the San Francisco Housing Authority is vacant and the Authority has invited all qualified persons to make application for this position; and

WHEREAS, the Personnel Committee of the Board of Commissioners has decided to personally interview five (5) out-of-town candidates; and

WHEREAS, the most suitable and economical means of travel, food and lodging has been determined and shall not exceed Five thousand Dollars ($5,000.00);

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director of this Authority is authorized to spend an amount not to exceed Five Thousand Dollars ($5,000.00) for all related expenses.

2. All travel expenditures and reimbursements be in conformance with the travel policy of the Authority.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3269 and Commissioner Mason seconded the motion.

Resolution No. 3269 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of January 12, 1989 was adjourned at 5:58 p.m.

_____
REVEREND HARRY CHUCK, President

_____
WILLIAM WITTE, Acting
Secretary/Executive Director

65
t
3/89

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
JAN 20 1989
SAN FRANCISCO
PUBLIC LIBRARY

JANUARY 17, 1989

NOTICE OF SPECIAL MEETING

A SPECIAL MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 1:45 P.M., MONDAY, JANUARY 23, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA FOR THE PURPOSE OF CREATING A SPECIAL COMMITTEE TO INTERVIEW CANDIDATES FOR THE EXECUTIVE DIRECTOR POSITION.

WILLIAM WITTE
Acting Secretary/Executive Director

WW/edm

SF
165
1
23/89

A SPECIAL MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON MONDAY, JANUARY 23, 1989 1:45 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

1. ROLL CALL:

Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

DOCUMENTS DEPT.
JAN 20 1989
SAN FRANCISCO
PUBLIC LIBRARY

2. VISITORS:

3. APPROVAL OF AGENDA:

4. NEW BUSINESS:

(a) Resolution - Creating the Special Committee, SFHA Executive Director Interview Committee, to Interview Candidates for the Executive Director Position.

5. ADJOURNMENT:

William Witte

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm

SF
H65
#3
1/23/89
Special

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Special Meeting Held:
Monday, January 23, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in special session at 440 Turk Street, San Francisco, California on Monday, January 23, 1989 at 1:45 p.m.

1. ROLL CALL:

President Chuck called the meeting to order at 1:45 p.m.

Roll call found the following members to be:

PRESENT: Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

A quorum was present.

ALSO PRESENT: William Witte, Acting Executive Director

2. VISITORS:

Alma Lark
Sharonda Mosely

DOCUMENTS DEPT.
JAN 30 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

Commissioner Fussell moved to approve the agenda of January 23, 1989 and Commissioner Lillian seconded the motion. The agenda of January 23, 1989 was UNANIMOUSLY APPROVED.

4. NEW BUSINESS:

(a) RESOLUTION NO. 3270

RESOLUTION CREATING THE SPECIAL COMMITTEE, SAN FRANCISCO HOUSING AUTHORITY EXECUTIVE DIRECTOR INTERVIEW COMMITTEE, TO INTERVIEW CANDIDATES FOR THE EXECUTIVE DIRECTOR POSITION

* *

WHEREAS, the Housing Authority of the City and County of San Francisco (the Authority) has been without a permanent Executive Director since August 19, 1988; and

WHEREAS, the Commissioners of the Authority are in the process of selecting a permanent Executive Director for the Authority; and

WHEREAS, the Commissioners desire to appoint a special committee to assist them to select a suitable candidate.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. A special committee called the San Francisco Housing Authority Executive Director Interview Committee be and hereby is created.

2. This committee shall consist of the seven Commissioners of the Housing Authority of the City and County of San Francisco (the Authority) along with three representatives who are tenants of the Authority's public housing units.

3. Two of these three tenant members shall be selected by the Public Housing Tenants Association and one tenant member shall be selected by the Senior City Wide Council.

4. The purpose of this committee is to interview applicants for the Authority's Executive Director position and make recommendations to the Authority as to the suitability of each applicant for hire as the permanent Executive Director.

5. This committee shall be dissolved once a permanent Executive Director is selected by the Authority.

6. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3270 and Commissioner Lillian seconded the motion.

Resolution No. 3270 was UNANIMOUSLY ADOPTED.

5. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of January 23, 1989 was adjourned at 1:47 p.m.

_____
REVEREND HARRY CHUCK, President

_____
WILLIAM WITTE, Acting
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

65
6/89

JANUARY 23, 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, JANUARY 26, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

WILLIAM WITTE
Acting Secretary/Executive Director

WW/edm

DOCUMENTS DEPT.
JAN 30 1989
SAN FRANCISCO
PUBLIC LIBRARY

F
65
1
6/89

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JANUARY 26, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Reverend Harry Chuck, President
   Lewis Lillian, Vice President
   James G. Fussell, Jr., Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Reverend James E. Goode, Commissioner
   Helen Mason, Commissioner

DOCUMENTS DEPT.
JAN 30 1989
SAN FRANCISCO
PUBLIC LIBRARY

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

   (a) Minutes of Regular Meeting - January 12, 1989

   (b) Minutes of Special Meeting - Jnauary 23, 1989

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Authorizing the Acting Executive Director to Travel to Washington, D.C. to Attend the Council of Large Public Housing Authorities Quarterly Meeting on February 16 and 17, 1989.

12. ADJOURNMENT:

    Meeting to be adjourned in memory of James E. Clay, employed by the San Francisco Housing Authority as Executive Director from October 7, 1985 through August 19, 1988.

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm
TA012689

SF
H65
#3
1/26/89

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, January 26, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, January 26, 1989 at 4:00 p.m.

1. ROLL CALL:

President Chuck called the meeting to order at 4:05 p.m.

Roll call found the following members to be:

PRESENT:
Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

A quorum was present.

ALSO PRESENT: William Witte, Acting Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Jan Allen, Clementina
Tessie Barton
Marlene Clyburn, Valencia Gardens
Willie Eldridge, PHTA
Jewel Green, PHTA
Annie Manning
Lela Smith
Cleola Richardson, PHTA
Anthony Travis, Westbrook Apartments
Ace Washington, WAPAC
Dr. Welbon

DOCUMENTS DEPT.
FEB 15 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

Commissioner Boileau moved to approve the agenda of January 26, 1989 and Commissioner Lillian seconded the motion. The agenda of January 26, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Goode moved to approve the minutes of January 12, 1989 and Commissioner Lillian seconded the motion. The minutes of January 12, 1989 were UNANIMOUSLY APPROVED.

Commissioner Mason moved to approve the minutes of January 23, 1989 and Commissioner Lillian seconded the motion. The minutes of January 23, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Witte presented to the Commission copies of a letter to Dr. Welbon and a letter to Ms. Ruth Finklestein from Ms. Jan Allen.

Mr. Witte also presented to the Commission a copy of a letter from Tom Barton, President, SF Organizing Project, received by Commissioner Boileau regarding an agreement signing ceremony that included Mr. Witte. Mr. Witte informed the Commission that he had not received a copy of the letter, and that Commissioner Boileau had brought it to his attention. Mr. Witte expressed his concern that he was not contacted by any of SF Organizing Project's staff prior to this time; that the press was notified without his knowledge; and that this is presented as a SF Organizing Project event rather than a tenant or Housing Authority event.

6. REPORT OF THE SECRETARY:

The Report of Secretary has been submitted in written form.

7. COMMITTEE REPORT:

Commissioner Fussell reported that the Finance Committee met prior to the Commission meeting and received a presentation from Ms. Carol Joseph, Director of Finance, covering three topics. The 1985-87 audit is basically completed, however, Ms. Joseph would like a little more time to resolve the issues from prior audits that relate the 1985-87 audit. The 1987-88 audit is on-going. A report on budget vs. actual was presented and it was noted that the Authority is presently underspending budget through December 1988. Finally, the committee did review an authorization that will be before the Commission approving the Executive Director's travel to Washington, DC.

Commissioner Chuck informed the Commission that the Personnel Committee is actively involved in the process of selection of a new Executive Director and will continue in Executive Session following the Commission meeting. Commissioner Chuck informed the Commission that the Personnel Committee will meet on Tuesday, February 7, 1989 at 4:00 pm.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

Counsel requested a brief Executive Session to discuss the National Utilities Services vs. the Housing Authority (Sup. Ct. Case 786 115) this action is pending and an Executive Session is authorized under Government Code Section 54956.9a.

9. TENANT REPRESENTATIVE REPORT:

Ms. Alma Lark presented to the Commission the Tenant Representative Report. Ms. Lark presented some questions regarding the MOR and Mr. Witte indicated that a response will be prepared.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3271

AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO TRAVEL TO WASHINGTON, D.C. TO ATTEND THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES QUARTERLY MEETING ON FEBRUARY 16 AND 17, 1989

* *

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities; and

WHEREAS, the Council of Large Public Housing Authorities will hold its next quarterly meeting February 16 and 17, 1989 in Washington, D.C.; and

WHEREAS, said meeting will provide a chance for the members to directly discuss housing priorities with Congresspersons and their staff; and

WHEREAS, the Commission and the Authority deems that attendance of Mr. William Witte, Acting Executive Director, to the quarterly meeting of the Council of Large Public Housing Authorities is important to the Authority's conduct of its low rent housing program;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Mr. William Witte, Acting Executive Director, is authorized to travel to Washington, D.C. to attend the aforementioned Council of Large Public Housing Authorities meeting.

2. Travel will conform with the rules and regulations of the travel policy of this Authority.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Goode moved to adopt Resolution No. 3271 and Commissioner Mason seconded the motion.

Resolution No. 3271 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of January 26, 1989 was adjourned at 5:10 p.m.

REVEREND HARRY CHUCK, President

WILLIAM WITTE, Acting
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

F
65
4
2/89

DOCUMENTS DEPT.
FEB 15 1989
SAN FRANCISCO
PUBLIC LIBRARY

FEBRUARY 6, 1989

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, FEBRUARY 9, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

WILLIAM WITTE
Acting Secretary/Executive Director

F
65
1
9/89

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, FEBRUARY 9, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Reverend Harry Chuck, President
   Lewis Lillian, Vice President
   James G. Fussell, Jr., Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Reverend James E. Goode, Commissioner
   Helen Mason, Commissioner

2. VISITORS:

DOCUMENTS DEPT.
FEB 15 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Finding Unreasonable Hardship in the Matter of National Utility Services, Inc. vs. The San Francisco Housing Authority.

    (b) Resolution - Authorizing the Extension of Service Contracts for Rapid Serve, Inc. and Scott & Scott Moving Company for FY 1988-89.

    (c) Resolution - Authorizing the Execution of a Purchase Order for the Procurement of Two Chevrolet Four Door Sedans for the Leased Housing Unit of the Housing Management Division for FY 1988-89.

    (d) Resolution - Authorizing the Execution of Purchase Orders for the Procurement of Two One Ton Dump Trucks, Four One-Half Ton Pickup Trucks with Utility Bodies, One One-Half Ton Pickup Truck without an Utility Body, One Fifteen Passenger Van, and Five Commercial Vans for the Maintenance Operations Division for FY 1988-89.

(e) Resolution - Authorizing the Acting Executive Director to Enter into a Contract Amendment with Entek Corporation for Boiler Rehabilitation Engineering Services at CAL 1-5, Bernal Dwellings, CAL 1-8, Westside Courts, CAL 1-18(4), Alice Griffith, CAL 1-23, 1880 Pine Street and CAL 1-28, 666 Ellis Street.

(f) Resolution - Authorizing the Acting Executive Director to Enter into a Contract Amendment with Raymond Brooks Engineering for Boiler Rehabilitation Engineering Services at CAL 1-30, 345 Hermann Street, CAL 1-31, 25 Sanchez Street and CAL 1-18(2), Yerba Buena Plaza East.

(g) Resolution - Authorizing the Acting Executive Director to Enter into a Contract Amendment with David K. Low & Associates for Boiler Rehabilitation Engineering Services at CAL 1-1, Holly Courts, CAL 1-18(1), 2451 Sacramento Street, CAL 1-34, 363 Noe Street and CAL 1-37, 491-31st Avenue.

(h) Resolution - Authorizing the Acting Executive Director to Enter into a Contract Agreement for Architectural Services with Eduardo Martinez Design Associates to Repair Meter Enclosures at Westbrook Apartments, Hunters Point A and Hunters View; to Replace Windows at 951 Eddy Street; and to Upgrade the Sunnydale Community Center.

(i) Resolution - Authorizing the Acting Executive Director to Enter into a Contract Agreement for Engineering and Geotechnical Services for Abatement of Contaminated Soil at 1815 Egbert Avenue and Hayes Valley; Removal of Underground Tanks at Yerba Buena Plaza West; and Soil Testing at Yerba Buena Plaza West.

(j) Resolution - Authorizing the Acting Executive Director to Execute a Contract Agreement between the San Francisco Housing Authority and Royal Roofing Company, Inc. and E. Castagnetto Roofing Corporation for Patching and Repairs of Roof Leaks at Various Low Income and Senior Housing Projects in San Francisco, California.

(k) Resolution - Authorizing the Executive Director to Execute a Lease with the Bayside Elderly Housing Corporation for Air-Rights over the Parking Lot of the Ping Yuen North Projects [CAL 1-18(6)].

12. ADJOURNMENT:

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm
TA020689

SF
H65
#3
2/9/89

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, February 9, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, February 9, 1989 at 4:00 p.m.

1. ROLL CALL:

President Chuck called the meeting to order at 4:05 p.m.

Roll call found the following members to be:

PRESENT: Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

A quorum was present.

ALSO PRESENT: William Witte, Acting Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Randall Evans, Westside Courts
Marsha Ginsburg, SF Examiner
Ms. Jewel Green
Ms. Alma Lark
Mr. Ace Washington, WAPAC

DOCUMENTS DEPT.
FEB 27 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

Commissioner Fussell moved to amend the agenda of February 9, 1989 to change Item (k) under New Business to Item (a) under New Business, and Commissioner Lillian seconded the motion. The agenda of February 9, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner McNamara moved to approve the minutes of January 26, 1989 and Commissioner Goode seconded the motion. The minutes of January 12, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF THE SECRETARY:

Mr. Witte presented to the Commission for comments and questions a memorandum on vacant unit repairs which covers a memorandum from Mr. Marcus Dasher, Director of Maintenance Operations, on a restructuring of the vacant unit repair program. Commissioner Chuck requested a report prepared for each Commission meeting on the Authority's vacancy situation.

7. COMMITTEE REPORT:

Commissioner Fussell informed the Commission that the Finance Committee met and approved Resolutions (c), (d), and (e) of agenda. All items are funded out of the budget as approved and these are the authorizations to expend the budget. Commissioner Fussell also informed the Commission that discussions were held with Ms. Carol Joseph, Director of Finance, regarding the audit and substantial progress is being made. Mr. Witte commented that verbal authorization from HUD in response to our letter requesting the extra couple of months for Ms. Joseph to reconcile the equity accounts.

Commissioner Lillian informed the Commission that the Site and Design Committee met, however, a quorum was not present. Discussed at the meeting were Resolution (a), (f), (g), (h), (i), (j), and (k) of agenda. Also discussed were the Plaza East site security (Garraway & Associates), 202 lease of air rights over Ping Yuen, the WB/NBE existing policies rewrite, construction & design reports for Alemany and Yerba Buena Plaza West, and finally the preliminary application for CIAP.

Commissioner Chuck informed the Commission that the Personnel Committee met just prior to the Commission meeting to discuss the execution of the Memorandum of Understanding with the craft and maintenance worker unions and will be brought before the Commission during the next meeting. Also Commissioner Chuck requested an Executive Session upon adjournment.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Jewel Green informed the Commission that Ms. Cleola Richardson, President, PHTA, was ill and not able to attend. Ms. Green also requested a meeting between PHTA and Mr. Witte and staff to discuss and develop a line-item budget.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3272

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A LEASE WITH THE BAYSIDE ELDERLY HOUSING CORPORATION FOR AIR-RIGHTS OVER THE PARKING LOT OF THE PING YUEN NORTH PROJECT [CAL 1-18(6)]

* *

WHEREAS, the United States Housing Act of 1937 as amended, provides that there shall be local determination of the need for low-rent housing to meet the needs not being adequately met by private enterprise; and

WHEREAS, under the provision of the United States Housing Act of 1937 as amended, the Secretary of Housing and Urban Development is authorized to provide financial assistance to non-profit entities in the provision of elderly housing under the "Section 202 Program"; and

WHEREAS, the San Francisco Housing Commission was approached by the Chinese Community Housing Corporation (CCHC), a non-profit California Housing Corporation, to lease and utilize the Air-Rights over the parking lot at Ping Yuen North, CAL 1-18(6) (See Exhibit A); and

WHEREAS, CCHC has created a separate non-profit housing corporation, Bayside Elderly Housing Corporation, to lease the air-rights and to develop elderly housing under the U.S. Department of Housing and Urban Development (HUD) 202 Program; and

WHEREAS, the Commission has reviewed this matter and currently finds no adverse affects of this concept to the Ping Yuen residents.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Interim Executive Director or Executive Director is authorized and directed to execute a lease agreement with Bayside Elderly Housing Corporation in substantially the form as attached hereto as Exhibit A.

2. The Interim Executive Director or Executive Director is further authorized to take all actions necessary or desirable and to execute any and all documents necessary or desirable to assist in the development or the project and to comply with all state, local and federal requirements.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner McNamara moved to adopt Resolution No. 3272 and Commissioner Fussell seconded the motion.

Resolution No. 3272 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3273

RESOLUTION FINDING UNREASONABLE HARDSHIP IN THE MATTER OF
NATIONAL UTILITY SERVICES, INC.
vs.
THE SAN FRANCISCO HOUSING AUTHORITY

* *

WHEREAS, there is now pending in the Superior Court of the City and County of San Francisco an action known as National Utility Services, Inc. vs. the San Francisco Housing Authority (the Action), Case No. 786 115; and

WHEREAS, an adverse judgment in the amount of $792,217.00 was entered in that action on November 15, 1985 against the Housing Authority of the City and County of San Francisco (the Authority); and

WHEREAS, the Authority exhausted its state court judicial remedies to appeal said adverse judgment when the Clerk of the First Appellate District Court issued its remittitur December 19, 1988, certifying that the decision had become final after the California Supreme Court denied the Authority's petition to review said judgment on December 14, 1988; and

WHEREAS, California Government Code, Section 970.4 requires a public entity to pay to the extent funds are available in the fiscal year in which the judgment becomes final, any judgment, with interest thereon, out of any unrestricted funds to the credit of the public entity that are unappropriated for any other purpose or from any unencumbered funds appropriated from the current fiscal year for the payment of judgments; and

WHEREAS, if a public entity does not pay a judgment with interest thereon during the fiscal year in which it becomes final. California Government Code, Section 970.6 requires a public agency to pay said judgment, with interest, during the ensuing fiscal year, immediately upon the obtaining of sufficient funds for that purpose; and

WHEREAS, California Government Code, Section 970.6 further allows a public entity to pay a judgment in not exceeding ten (10) equal annual installments consisting of a portion of the principal of the judgment and the unpaid interest on the judgment, if the governing body of the public entity has adopted an ordinance or resolution finding that an unreasonable hardship will result unless the judgment is paid in installments and the court which entered the judgment determines that payment of the judgment is necessary to avoid an unreasonable hardship; and

WHEREAS, the Authority is a financially troubled public housing authority as determined by the United States Department of Housing and Urban Development (HUD); and

WHEREAS, the Authority is obligated under agreement with HUD to repay debts owed in excess of $3 million; and

WHEREAS, the Authority does not have sufficient unencumbered funds in this fiscal year's budget to meet projected operating expenses and expenditures; and

WHEREAS, the Authority's funds for subsequent fiscal years are fixed and operating expenses are constantly increasing; and

WHEREAS, the Authority does not have any insurance coverage or insurance proceeds which could be utilized to pay the costs of the judgment; and

WHEREAS, payment of the judgment in any other manner except installment payments would cause the Authority unreasonable hardship, prevent the Authority from meeting its current financial obligations and cause the Authority to fall further behind in its efforts to regain financial stability.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. It is hereby determined that the Authority will suffer unreasonable hardship unless the judgment entered against the Authority in the case of National Utility Services, Inc. vs. San Francisco Housing Authority (Superior Case No. 786 115) on November 15, 1985 and which became final on December 19, 1988, is paid in installments pursuant to Government Code, Section 970.6.

2. The Executive Director or the Acting Executive Director and/or the Authority's legal representatives are authorized to take the necessary steps to implement this resolution.

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3273 and Commissioner Goode seconded the motion.

Resolution No. 3273 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3274

RESOLUTION AUTHORIZING THE EXTENSION OF SERVICE CONTRACTS FOR RAPID SERVE, INC. AND SCOTT & SCOTT MOVING COMPANY FOR FISCAL YEAR 1988-1989

* *

WHEREAS, in order to maintain proper and effective administration of the Authority's daily operation, serving of

legal documents and moving and storage services must be secured; and

WHEREAS, the Authority solicited bids from several contractors to provide moving and storage services, and serving of legal documents services; and

WHEREAS, the responses to our request for bids were inadequate, i.e., Ernie Conners Moving and Storage, Edwards Moving, Duncan Moving, American Moving Company and Busvan Storage declined to respond, the Saagan Moving and Storage bid was almost twice that of Scott & Scott Moving Company, and all process servers solicited (Posi-Serve, Attorney's Messenger Service of California, ABC Legal Process Service, Bear Flag Process Services) with the exception of Rapid Serve, Inc. Declined to respond to our request for bids; and

WHEREAS, the Authority wishes to extend through the end of the current fiscal year the contracts of the following selected vendors:

Rapid Serve, Inc. - Labor, materials, equipment and vehicles necessary to deliver summons, complaints, thirty (30) day notices, three (3) day notices and civil subpoenas as required by law to tenants residing in Authority housing units;

Scott & Scott Moving Company - Labor, materials, equipment and vehicles for the moving and storage of the personal effects and furniture of tenants subsequent to their eviction from, or abandonment of, Authority housing units; and

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1988-1989.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for Rapid Serve, Inc. in the not to exceed cumulative amount of $8,000.00 for the extension of contract services to include the delivery of summons, subpoenas, complaints, and other notices as required by law to Authority tenants.

2. The Acting Executive Director is authorized to execute a purchase order for Scott & Scott Moving Company in the not to exceed cumulative amount of $47,000.00 for the extension of contract services to include the moving and storage of personal belongings and furniture of tenants evicted from, or abandoning, Authority housing units.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____

Geraldine L. Chavis

_____
Date

Commissioner Lillian moved to adopt Resolution No. 3274 and Commissioner Fussell seconded the motion.

Resolution No. 3274 was ADOPTED with NO VOTES from Commissioner Mason and Commissioner Boileau.

(d) RESOLUTION NO. 3275

RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE ORDER FOR THE PROCUREMENT OF TWO CHEVROLET FOUR DOOR SPECTRUM SEDANS FOR THE LEASED HOUSING UNIT OF THE HOUSING MANAGEMENT DIVISION FOR FISCAL YEAR 1988-1989

* *

WHEREAS, the Authority requires the procurement of vehicles to assist Leased Housing inspectors in the performance of their assigned duties in a proper and complete manner; and

WHEREAS, the Authority solicited bids from local dealers in open and full competition for the procurement of two (2) four door, automatic transmission sedans; and

WHEREAS, Stewart Chevrolet was the lowest responsive responsible bidder for these vehicles; and

WHEREAS, funding for the procurement of two (2) Chevrolet Spectrum compact sedans is available from the Section Eight administrative fees for Fiscal Year 1988-1989.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for the procurement of two (2) four door Chevrolet Spectrum sedans from Stewart Chevrolet in the not to exceed amount of $15,972.87.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3275 and Commissioner Lillian seconded the motion.

Resolution No. 3275 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3276

RESOLUTION AUTHORIZING THE EXECUTION OF PURCHASE ORDERS FOR THE PROCUREMENT OF TWO ONE TONE DUMP TRUCKS, FOUR ONE-HALF TON PICKUP TRUCKS WITH UTILITY BODIES, ONE ONE-HALF TON PICKUP TRUCK WITHOUT AN UTILITY BODY, ONE FIFTEEN PASSENGER VAN, AND FIVE COMMERCIAL VANS FOR THE MAINTENANCE OPERATIONS DIVISION FOR FISCAL YEAR 1988-1989

* *

WHEREAS, the Authority has many maintenance vehicles that are close to twenty (20) years old resulting in increased repair and maintenance costs; and

WHEREAS, the Authority requires the procurement of new maintenance vehicles in order to maintain its daily operations; and

WHEREAS, the Authority must procure the vehicles in order to adhere to its cyclical maintenance vehicle replacement schedule; and

WHEREAS, the Authority solicited bids from local dealers in open and full competition for the procurement of thirteen (13) vehicles; and

WHEREAS, the San Francisco Truck Center was the lowest responsive responsible bidder on two (2) one ton dump trucks; and

WHEREAS, S & C Ford was the lowest responsive responsible bidder on one (1) fifteen passenger van; and

WHEREAS, Stewart Chevrolet was the lowest responsive responsible bidder on four (4) one-half ton pickup trucks with utility bodies, one (1) one-half ton pickup truck without an utility body and, five (5) commercial vans; and

WHEREAS, funding for the procurement of the vehicles detailed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1988-1989.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for the procurement of two (2) one ton dump trucks from San Francisco Truck Center in the not to exceed amount of $39,135.87.

2. The Acting Executive Director is authorized to execute a purchase order for the procurement of one (1) fifteen passenger van from S & C Ford in the not to exceed amount of $18,838.78.

3. The Acting Executive Director is authorized to execute a purchase order for the procurement of four (4) one-half ton pickup trucks with utility bodies, and five (5) commercial vans from Stewart Chevrolet in the not to exceed amount of $135,803.47.

4. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3276 and Commissioner Goode seconded the motion.

Resolution No. 3276 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 3277

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AMENDMENT WITH ENTEK CORPORATION FOR BOILER REHABILITATION ENGINEERING SERVICES AT CAL 1-5, BERNAL DWELLINGS; CAL 1-8, WESTSIDE COURTS; CAL 1-18(4), ALICE GRIFFITH; CAL 1-23, 1880 PINE STREET; AND CAL 1-28, 666 ELLIS STREET

* *

WHEREAS, Entek Corporation was selected in 1986 to design boiler rehabilitation work at various Authority developments; and

WHEREAS, work at Bernal Dwellings, Westside Courts, Alice Griffith, 1880 Pine Street and 666 Ellis Street was not done due to lack of funds; and

WHEREAS, HUD has now provided funding from the CA-1-916 C.I.A.P. to pursue this work; and

WHEREAS, the original contract entered into with Entek Corporation in 1986 must now be amended to add these developments; and

WHEREAS, Entek Corporation has proposed to accomplish this work for a total fee of $8,840.00; and

WHEREAS, the Authority has evaluated this proposal and found it fair and reasonable for the work involved.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute the contract amendment with Entek Corporation for the fees as follows:

   a) One Thousand Seven Hundred Sixty-Eight Dollars ($1,768.00) for engineering for CAL 1-5, Bernal Dwellings boiler work.

   b) One Thousand Seven Hundred Sixty-Eight Dollars ($1,768.00) for engineering for CAL 1-8, Westside Courts boiler work.

c) One Thousand Seven Hundred Sixty-Eight Dollars ($1,768.00) for engineering for CAL 1-18(4), Alice Griffith boiler work.

d) One Thousand Seven Hundred Sixty-Eight Dollars ($1,768.00) for engineering for CAL 1-23, 1880 Pine Street boiler work.

e) One Thousand Seven Hundred Sixty-Eight Dollars ($1,768.00) for engineering for CAL 1-28, 666 Ellis Street boiler work.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

(g) RESOLUTION NO. 3278

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AMENDMENT WITH RAYMOND BROOKS ENGINEERING FOR BOILER REHABILITATION ENGINEERING SERVICES AT CAL 1-30, 345 HERMANN STREET; CAL 1-31, 25 SANCHEZ STREET; AND CAL 1-18(2), YERBA BUENA PLAZA EAST

* *

WHEREAS, Raymond Brooks Engineering was selected in 1986 to design boiler rehabilitation work at various Authority developments; and

WHEREAS, work at 345 Hermann Street, 25 Sanchez and Yerba Buena East was not done due to lack of funds; and

WHEREAS, HUD now provided funding from the CA-1-916 C.I.A.P. to pursue this work; and

WHEREAS, the original engineering contract entered into with Raymond Brooks dated 1986 must now be amended to add these developments; and

WHEREAS, Raymond Brooks Engineering has proposed to accomplish this work for a total fee of $9,481.00; and

WHEREAS, the Authority has reviewed this proposal and found it fair and reasonable for the work involved;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute the contract amendment with Raymond Brooks Engineering for the fees as follows:

a) Two Thousand Two Hundred Forty-Two Dollars ($2,242.00) for engineering for boiler work at CAL 1-30, 345 Hermann Street.

b) Three Thousand Eight Hundred Twelve Dollars ($3,812.00) for engineering for CAL 1-31, 25 Sanchez Street.

c) Three Thousand Four Hundred Sixty-Seven Dollars ($3,467.00) for engineering for CAL 1-18(2), Yerba Buena Plaza East boiler work.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

(h) RESOLUTION NO. 3279

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AMENDMENT WITH DAVID K. LOW & ASSOCIATES FOR BOILER REHABILITATION ENGINEERING SERVICES AT CAL 1-1, HOLLY COURTS; CAL 1-18(1), 2451 SACRAMENTO STREET; CAL 1-34, 363 NOE STREET; AND CAL 1-37, 491-31ST AVENUE

* *

WHEREAS, David K. Low & Associates was selected in 1986 to design boiler rehabilitation work at various Authority developments; and

WHEREAS, work at Holly Courts, 2451 Sacramento Street, 363 Noe Street and 491-31st Avenue was not done due to lack of funds; and

WHEREAS, HUD now provided funding from the CA-1-916 C.I.A.P. to pursue this work; and

WHEREAS, the original contract with David K. Low & Associates entered into in 1986 must be amended to add these developments; and

WHEREAS, David K. Low & Associates has proposed to accomplish this work for a total fee of $13,600.00; and

WHEREAS, the Authority has reviewed this proposal and found it fair and reasonable for the work involved;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute the contract amendment with David K. Low & Associates for the fees as follows:

a) Six Thousand Three Hundred Sixty Dollars ($6,360.00) for engineering for CAL 1-1, Holly Courts boiler work.

b) Two Thousand Two Hundred Forty Dollars ($2,240.00) for engineering for CAL 1-18(1), 2451 Sacramento Street boiler work.

c) Two Thousand Three Hundred Sixty Dollars ($2,360.00) for engineering for CAL 1-34, 363 Noe Street boiler work.

d) Two Thousand Six Hundred Forty Dollars ($2,640.00) for engineering for CAL 1-37, 491-31st Avenue boiler work.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3277, Resolution No. 3278 and Resolution No. 3279; and Commissioner Goode seconded the motion.

Resolution No. 3277, Resolution No. 3278, and Resolution No. 3278 were UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 3280

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AGREEMENT FOR ARCHITECTURAL SERVICES WITH EDUARDO MARTINEZ DESIGN ASSOCIATES TO REPAIR METER ENCLOSURES AT WESTBROOK APARTMENTS, HUNTERS POINT A, AND HUNTERS VIEW; TO REPLACE WINDOWS AT 951 EDDY STREET; AND TO UPGRADE THE SUNNYDALE COMMUNITY CENTER

* *

WHEREAS, C.I.A.P. funds have been allocated and 1989 Community Development Block Grant Program will shortly be available to provide architectural consulting services at various Authority low income housing projects; and

WHEREAS, the Authority advertised for and received Letters of Interest from twenty-five architectural firms; and

WHEREAS, the Authority selection panel has evaluated these submissions and recommends Eduardo Martinez Design Associates as the most qualified competitor and responsible offeror whose proposal will be most advantageous to the Authority to perform the architectural services to repair gas and electric meter enclosures at Westbrook Apartments, Hunters Point A and Hunters View; replace windows at 951 Eddy Street; and to upgrade the Community Center at Sunnydale; and

WHEREAS, Eduardo Martinez Design Associates has proposed to accomplish this work for a total fee of $30,730.00; and

WHEREAS, the Authority has evaluated this proposal and found it fair and reasonable for the work involved;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is hereby authorized to execute an architectuural service contract to Eduardo Martinez Design Associates for the work as follows:

   a) Repair meter enclosures as part of the CA-1-916 C.I.A.P. for a total fee as follows:

CAL 1-9, Westbrook Apartments	$ 3,000.00
CAL 1-17(A), Hunters Point A	$ 3,000.00
CAL 1-18(3), Hunters View	$ 2,610.00

   b) Replacement of windows at 951 Eddy Street as part of the CA-1-916 C.I.A.P. $13,280.00

   c) Remodeling of CAL 1-3, Sunnydale Community Center as part of the 1989 C.D. Program $ 8,840.00

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Goode moved to adopt Resolution No. 3280 and Commissioner Fussell seconded the motion.

Resolution No. 3280 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION NO. 3281

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AGREEMENT FOR ENGINEERING AND GEOTECHNICAL SERVICES FOR ABATEMENT OF CONTAMINATED SOIL AT 1815 EGBERT AVENUE AND HAYES VALLEY, REMOVAL OF UNDERGROUND TANKS AT YERBA BUENA PLAZA WEST, AND SOIL TESTING AT YERBA BUENA PLAZA WEST

* *

WHEREAS, upon removal of underground tanks at 1815 Egbert and Hayes Valley to comply with State Law, it was found that soil has been contaminated from leaks from these tanks and that this contamination must be abated; and

WHEREAS, to comply with State Law, the San Francisco Department of Public Health and the Board of Permit Appeals, two underground tanks must be removed and soil testing done at the Yerba Buena Plaza West site; and

WHEREAS, a geoscientific engineering firm is required to assist the Authority in the pursuing of this work; and

WHEREAS, HUD funding is available for this engineering effort; and

WHEREAS, the Authority requested Letters of Interest for this work and received responses from the following firms:

1. Harding Lawson Associates
2. J.H. Kleinfelder and Associates
3. Subsurface Consultants, Inc.
4. Hazardous Waste Management of AGE, Inc.
5. Environmental Geotechnical Consultants, Inc.
6. BSK and Associates
7. Hallenbeck and Associates

WHEREAS, the Letters of Interest were evaluated by Authority staff and Harding Lawson Associates was found to be the most qualified competitor and responsible offeror whose proposal will be most advantageous to the Authority and comply with the qualifications to provide the services; and

WHEREAS, Harding Lawson Associates has proposed a fee of $79,928.00 for this effort, which is fair and reasonable for the work involved;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is hereby authorized to execute the contract with Harding Lawson Associates for a not to exceed fee for this work as follows:

   a) Geotechnical and Engineering services for the abatement of Soil Contamination at 1815 Egbert Avenue and Hayes Valley to comply with State Law.

      1815 Egbert Avenue, Not to Exceed $34,792.00
      Hayes Valley, Not to Exceed $28,122.00

   b) For underground tank removal at Yerba Buena Plaza West, CAL 1-18(2), to comply with State Law.

      Total Fee Not to Exceed $ 4,604.00

   c) For soil testing at Yerba Buena Plaza West, CAL 1-18(2), as required by the Board of Permit Appeals.

      Total Fee Not to Exceed $12,410.00

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3281 and Commissioner Lillian seconded the motion.

Resolution No. 3281 was UNANIMOUSLY ADOPTED.

(k) RESOLUTION NO. 3282

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AGREEMENT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND ROYAL ROOFING COMPANY, INC. AND E. CASTAGNETTO ROOFING CORPORATION FOR PATCH AND REPAIRS OF ROOF LEAKS AT VARIOUS FAMILY AND SENIOR HOUSING PROJECTS IN SAN FRANCISCO, CALIFORNIA

* *

WHEREAS, adequate funds have been allocated from this Authority's Operating Fund for patching and repairs of roof leaks, at various family and senior housing projects in San Francisco, California; and

WHEREAS, the Authority advertised for and received bid proposals for this work from:

1. Royal Roofing Company, Inc. in the amount of $19,279.91
2. E. Castagnetto Roofing Corp. in the amount of $19,025.00; and

WHEREAS, the Authority's maintenance staff has evaluated the proposals based on price comparables, and specific type of work for existing field conditions; and

WHEREAS, the scope of roof repairs for all projects is beyond the capacity of one roofing contractor to perform expeditiously; and

WHEREAS, both the contractors have complied with the bidding requirements and are responsible bidders and qualified to perform the work at a fair and reasonable rate that is most advantageous to the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is hereby authorized to execute the contract agreements with:

   a) Royal Roofing Company, Inc., for a total not to exceed price of $19,279.91, for the following five projects:

   990 Pacific Avenue
   1880 Pine Street
   330 Clementina
   1750 McAllister Street
   255 Woodside Avenue

   b) E. Castagnetto Roofing Corporation for a total not to exceed price of $19,025.00, for the following units:

   170 Brookdale
   251 Blythdale
   11 Blythdale
   1959 Sunnydale
   64 Middlepoint
   48 Dakota
   678 Fell St.
   1565 Broderick
   821 Ellsworth
   1133 Laguna

792 Kirkwood	25 Sanchez
52 Cameron	1915-25th St.
45 Blythdale	1118 Connecticut
1833 Sunnydale	1852-25th St.
157 Brookdale	648 Fell St.
106 Brookdale	149 Highland
54 Westpoint	562 Alemany
710 Kirkwood	1245 Eddy
2504 Griffith	227 Bay
54 Brookdale	1800-26th St.
125 Santos	122 Dakota
1751 Sunnydale	1846-25th St.
80 Westpoint	1738-15th St.
35 Middlepoint	74 Patton
49 Cameron	905 Ellsworth
15 Watchman	939 Eddy
805 Missouri	1251 Turk
1844-25th St.	

2. The Acting Executive Director will do everything proper to expedite this work to completion.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3282 and Commissioner Mason seconded the motion.

Resolution No. 3282 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of February 9, 1989 was adjourned at 5:10 p.m.

_____
REVEREND HARRY CHUCK, President

_____
WILLIAM WITTE, Acting
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
FEB 27 1989
SAN FRANCISCO
PUBLIC LIBRARY

FEBRUARY 23, 1989

SF
165
4
23/89

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, FEBRUARY 23, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

WILLIAM WITTE
Acting Secretary/Executive Director

WW/edm

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, FEBRUARY 23, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Reverend Harry Chuck, President
   Lewis Lillian, Vice President
   James G. Fussell, Jr., Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Reverend James E. Goode, Commissioner
   Helen Mason, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

DOCUMENTS DEPT.
FEB 27 1989
SAN FRANCISCO PUBLIC LIBRARY

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

    (a) Resolution - Approval of Change Order G-8 for Special Security Provisions during the Implementation of a Site Security Improvement Contract at CAL 1-18(2), Yerba Buena Plaza East.

11. NEW BUSINESS:

    (a) Resolution - Authorizing the Acting Executive Director to Enter into an Agreement with the City and County of San Francisco for $2.9 Million for the Yerba Buena Plaza West Development.

    (b) Resolution - Authorizing the Execution of Memoranda of Understanding between the San Francisco Housing Authority and Carpet and Soft Tile Workers Local 1235, Electricians Local 6,Glaziers Local 718, Laborers Local 261, Service Employees International Union Local 14, Painters Local 4, and Plumbers Local 38.

    (c) Resolution - Approval of Change Order G-4 at CAL 1-4, Valencia Gardens, for Rehabilitation of Heating Systems.

(d) Resolution - Authorizing the Acting Executive Director to Enter into a Contract Amendment for Architectural Services with Gersen Overstreet to repair balconies at Potrero Annex, CAL 1-10.

(e) Resolution - Approval of Change Order G-6 at CAL 1-32, 1760 Bush Street, Heating Plant Rehabilitation.

12. ADJOURNMENT:

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm
TA021789

SF
465
3
/23/89

DOCUMENTS DEPT.
MAR 9 1989
SAN FRANCISCO
PUBLIC LIBRARY

HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, February 23, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, February 23, 1989 at 4:00 p.m.

1. ROLL CALL:

Vice President Lillian called the meeting to order at 4:12 p.m.

Roll call found the following members to be:

PRESENT: Reverend Harry Chuck, President (entered the meeting at 5:00 p.m.)
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

A quorum was present.

ALSO PRESENT: William Witte, Acting Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Vernon Garraway, Garraway & Associates
Ms. Jewel Green
Ms. Geneva Lowe, Valencia Gardens
Ms. Nea Fae Porter, Valencia Gardens
Ms. B. Sanders
Mr. Ace Washington, (WAPAC) W2 Area

3. APPROVAL OF AGENDA:

Commissioner Fussell moved to approve the agenda of February 23, 1989 and Commissioner Mason seconded the motion. The agenda of February 23, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Goode moved to approve the minutes of February 9, 1989 and Commissioner Boileau seconded the motion. The minutes of February 9, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF THE SECRETARY:

Mr. Witte reported to the Commission that he attended a meeting of the Western Addition Neighborhool Association. He informed the Commission that most of the questions involved Plaza West and opposition to it. Mr. Witte also informed the Commission that he and Mr. Marcus Dasher, Director of Maintenance Operations, attended a meeting of the Bayview/Hunters Point Homeowners and Residential Community Development Council regarding on-going concerns.

Mr. Witte also reported to the Commission that the Authority will be submitting to HUD the preliminary CIAP application. Mr. Witte reiterated that this is just the preliminary "wish list" and it is no way binding on the Authority. It is used primarily to determine needs between now and June 1st. Mr. Witte informed the Commission that staff will continue to meet with the Public Housing Tenants Association and Site & Design Committee to develop the final CIAP application.

Mr. Witte also provided to the Commission an update on vacant units.

7. COMMITTEE REPORT:

Commissioner Lillian informed the Commission that the Site & Design Committee met prior to the Commission meeting and discussed several items. The Committee looked at the proposals on the architectural balcony work at Potrero Annex, the boiler rehabilitation at Valencia Gardens, heating plant rehabilitation for 1760 Bush Street and for the Plaza East Childcare Facility.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Alma Lark gave the Tenant Representative Report to the Commission.

Ms. Lark requested that PHTA be assigned the 15-passenger van that the Authority is going to purchase. She also informed the Commission that PHTA, by resolution, supports the hiring of Ms. Lucille Morris of Milwaukee, Wisconsin, as Executive Director of the San Francisco Housing Authority.

10. UNFINISHED BUSINESS:

(a) <u>RESOLUTION NO. 3283</u>

RESOLUTION FOR APPROVAL OF CHANGE ORDER G-8 FOR SPECIAL SECURITY PROVISIONS DURING THE IMPLEMENTATION OF A SITE SECURITY IMPROVEMENT CONTRACT AT CAL 1-18(2), YERBA BUENA PLAZA EAST

* *

WHEREAS, The Housing Authority of the City and County of San Francisco entered into a construction contract with Garraway and Associates for the construction of Site Security Improvements at CAL 1-18(2), Yerba Buena Plaza East on September 22, 1987; and

WHEREAS, an unusual amount of vandalism occurred on the site during off-hours, in which newly bult masonry walls where torn down on several occasions; and

WHEREAS, the San Francisco Housing Authority recognized these security problems to be beyond the scope of the contractor to deal with; and

WHEREAS, the EExecutive Director, James E. Clay, invoked the emergency provisions, and ordered security guards for off-hours, for the time needed to erect the masonry walls;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Order G-8 in the amount of $25,505 to Garraway and Associates is approved.

2. The Interim Executive Director is authorized to execute said Change Order.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3283 and Commissioner Fussell seconded the motion.

Resolution No. 3283 was ADOPTED with TWO NO VOTES from Commissioner Boileau and Commissioner McNamara.

Commissioner Chuck entered the meeting.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3284

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH THE CITY AND COUNTY OF SAN FRANCISCO FOR $2.9 MILLION FOR THE YERBA BUENA PLAZA WEST DEVELOPMENT

* *

WHEREAS, the Housing Authority of the City and County of San Francisco (Authority) is the owner of that certain real property bounded by Pierce, Eddy, Turk and Divisadero Streets, San Francisco, California, more commonly known as the Yerba Buena Plaza Development (the Site); and

WHEREAS, on August 27, 1964, the Authority entered into an Annual Contributions contract, as amended (ACC) with the United States Department of Housing and Urban Development (HUD); and

WHEREAS, the Authority intends to demolish and reconstruct certain improvements on the site in accordance with the terms of the ACC; and

WHEREAS, on January 21, 1965, the City and the Authority entered into a Cooperation Agreement whereby the City and the Authority agreed to cooperate in connection with the development and administration of low-rent housing; and

WHEREAS, the Board of Supervisors of the City and County of San Francisco (Board) adopted Ordinance No. 249-85, establishing a Housing Affordability Fund (the Fund), amending Chapter 10 of the San Francisco Administrative Code by adding Section 10.117-50, for the purpose of providing financial assistance to developers for the development of affordable housing for persons and families of low and moderate income; and

WHEREAS, the Board, has by Ordinance No. 431-86 approved a disbursement in the amount of $2.9 million from the Fund to Authority; and

WHEREAS, in order to receive said funds the Authority must enter into a written agreement with the City and County of San Francisco;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute an agreement in substantially the form as attached hereto as Exhibit A with the City and County of San Francisco (the City) for the 2.9 million dollars to be disbursed by the City for the Yerba Buena Plaza West Development.

2. The Acting Executive Director is further authorized to take all steps necessary to receive said funds from the City and to implement said agreement.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Boileau moved to adopt Resolution No. 3284 and Commissioner Fussell seconded the motion.

Resolution No. 3284 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3285

RESOLUTION AUTHORIZING THE EXECUTION OF MEMORANDA OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND CARPET AND SOFT TILE WORKERS LOCAL 1235, ELECTRICIANS LOCAL 6, GLAZIERS LOCAL 718, LABORERS LOCAL 261, SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 14, PAINTERS LOCAL 4, AND PLUMBERS LOCAL 38

* *

WHEREAS, the San Francisco Housing Authority, in the interest of strengthening and improving the meeting and conferring process with those unions representing the Authority's maintenance and craft personnel, reached agreements on issues relating to the compensation structure and working conditions for members of the Carpet and Soft Tile Workers Local 1235, Electricians Local 6, Glaziers Local 718, Laboreres Local 261, Service Employees Internation Union Local 14, Painters Local 4, and Plumbers Local 38; and

WHEREAS, the agreements reached between the Authority and the Unions will provide a basis for improving the work life of the agency's maintenance and craft personnel, and the delivery of services to the residents of public housing; and

WHEREAS, approval of the Memoranda of Understanding is recommended by the Personnel Committee of the Commission;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission hereby approves the Memoranda of Understanding between the Authority and The Carpet and Soft Tile Workers Local 1235, Electricians Local 6, Glaziers Local 718, Laborers Local 261, Service Employees Internation Union Local 14, Painters Local 4, and Plumbers Local 38.

2. The Acting Executive Director is hereby authorized to execute these Memoranda of Understanding which shall be effective October 1, 1988 through September 30, 1989.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Mason moved to adopt Resolution No. 3285 and Commissioner Goode seconded the motion.

Resolution No. 3285 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3286

RESOLUTION FOR THE APPROVAL OF CHANGE ORDER G-4 FOR CAL 1-4, VALENCIA GARDENS REHABILITATION OF HEATING SYSTEMS

* *

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority," entered in a construct6ion contract with O'BRIEN MECHANICAL, INC. for the Rehabilitation of Heating Systems at CAL 1-4, Valencia Gardens on December 8, 1987; and

WHEREAS, the Authority wishes to add the scope of work described by Change Order G-4 to this contract; and

WHEREAS, the Authority staff has reviewed the cost and found the same to be fair and reasonable; and

WHEREAS, funds in the amount of said Change Order are available in CIAP Budget CA 1-910;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Order G-4 in the amount of $14,094.64 to O'Brien Mechanical, Inc. is approved.

2. The Executive Director is authorized to execute said Change Order.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Mason moved to adopt Resolution No. 3286 and Commissioner Boileau seconded the motion.

Resolution No. 3286 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3287

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AGREEMENT FOR ARCHITECTURAL SERVICES WITH GERSON/OVERSTREET TO REPAIR BALCONIES AT POTRERO ANNEX, CAL 1-10

* *

WHEREAS, C.I.A.P. funds have been allocated to provide architectural consulting services to repair balconies at Potrero Annex, CAL 1-10; and

WHEREAS, the Authority advertised for and received Letters of Interest from twenty-five architectural firms; and

WHEREAS, the Authority selection panel has evaluated these submissions and recommends the firm of GERSEN/OVERSTREET as the most qualified competitor and responsible offeror whose proposal will be most advantageous to the Authority to perform the architectural services to repair balconies at Potrero Annex, CAL 1-10; and

WHEREAS, GERSEN/OVERSTREET has proposed to accomplish this work for a total fee of $17,000; and

WHEREAS, the Authority has evaluated this proposal and found it fair and reasonable for the work involved;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Secretary/Acting Executive Director is authorized to execute an architectural service contract to GERSEN/OVERSTREET to repair balconies at Potrero Annex, CAL 1-10, for a total fee of $17,000.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Mason moved to adopt Resolution No. 3287 and Commissioner Fussell seconded the motion.

Resolution No. 3287 was ADOPTED with ONE ABSTENTION from Commissioner Boileau.

(e) RESOLUTION NO. 3288

RESOLUTION FOR THE APPROVAL OF CHANGE ORDER G-6 FOR CAL 1-32, 1760 BUSH STREET, HEATING PLANT REHABILITATION

* *

WHEREAS, the Housing Authorityy of the City and County of San Francisco, hereafter called "the Authority," entered in a construction contract with ALART MECHANICAL CONTRACTORS for the Heating Plant Rehabilitation at project CAL 1-32, 1760 Bush Street on December 8, 1987; and

WHEREAS, the Authority wishes to add the scope of work described by Change Order G-6 to this contract; and

WHEREAS, the Authority staff has reviewed the cost and found the same to be fair and reasonable; and

WHEREAS, funds in the amount of said Change Order is available in CIAP Budget CA 1-910;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Order G-6 in the amount of $16,207.82 to Alart Mechanical Contractors is approved.

2. The Executive Director is authorized to execute said Change Order.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Goode moved to adopt Resolution No. 3288 and Commissioner Chuck seconded the motion.

Resolution No. 3288 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of February 9, 1989 was adjourned at 6:01 p.m.

_____
REVEREND HARRY CHUCK, President

_____
WILLIAM WITTE, Acting
Secretary/Executive Director

F
65
3

[MINUTES]

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
MAR 7 1989
SAN FRANCISCO
PUBLIC LIBRARY

MARCH 3, 1989

NOTICE OF SPECIAL MEETING

A SPECIAL MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:30 P.M., MONDAY, MARCH 6, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA FOR THE PURPOSE OF CREATING A SPECIAL COMMITTEE TO SEEK THE ADVICE AND COUNSEL OF THE MAYOR.

WILLIAM WITTE
Acting Secretary/Executive Director

WW/edm

SF
65
3

[MINUTES]

A SPECIAL MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON MONDAY, MARCH 6, 1989 4:30 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

F
65
1
6/89
ecial

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

1. ROLL CALL:

Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

DOCUMENTS DEPT.
MAR 8 1989
SAN FRANCISCO
PUBLIC LIBRARY

2. VISITORS:

3. APPROVAL OF AGENDA:

4. NEW BUSINESS:

(a) Resolution - Creating the Special Committee, San Francisco Housing Authority Mayoral Advisory Committee.

5. ADJOURNMENT:

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm

SF
165
3
6/89
SPECIAL

[MINUTES]

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Special Meeting Held:
Monday, March 6, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in special session at 440 Turk Street, San Francisco, California on Monday, March 6, 1989 at 4:30 p.m.

1. ROLL CALL:

President Chuck called the meeting to order at 4:30 p.m.

Roll call found the following members to be:

PRESENT: Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

A quorum was present.

ALSO PRESENT: William Witte, Acting Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Roxie McCormick

DOCUMENTS DEPT.
MAR 23 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

Commissioner Lillian moved to approve the agenda of March 6, 1989 and Commissioner Fussell seconded the motion. The agenda of March 6, 1989 was UNANIMOUSLY APPROVED.

4. NEW BUSINESS:

(a) RESOLUTION NO. 3289

RESOLUTION CREATING THE SPECIAL COMMITTEE,
SAN FRANCISCO HOUSING AUTHORITY MAYORAL ADVISORY COMMITTEE

* *

WHEREAS, the Housing Authority of the City and County of San Francisco (the Authority) has been without a permanent Executive Director since August 19, 1988; and

WHEREAS, the Commissioners of the Authority are in the process of selecting a permanent Executive Director for the Authority; and

WHEREAS, the Commissioners seek the advice and counsel of the Mayor to assist them in the selection of a suitable candidate.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. A special committee called the San Francisco Housing Authority Mayoral Advisory Committee is hereby created.

2. This committee shall consist of the seven Commissioners of the Housing Authority of the City and County of San Francisco (the Authority) and the Mayor of the City and County of San Francisco.

3. This committee shall be dissolved once a permanent Executive Director is selected by the Authority.

4. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3289 and Commissioner Lillian seconded the motion.

Resolution No. 3289 was UNANIMOUSLY ADOPTED.

5. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of March 6, 1989 was adjourned at 4:32 p.m.

_____
REVEREND HARRY CHUCK, President

_____
WILLIAM WITTE, Acting
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
MAR 9 1989
SAN FRANCISCO
PUBLIC LIBRARY

MARCH 6, 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, MARCH 9, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

WILLIAM WITTE
Acting Secretary/Executive Director

WW/edm

F
65
1
1/89

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, MARCH 9, 1989
4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Reverend Harry Chuck, President
   Lewis Lillian, Vice President
   James G. Fussell, Jr., Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Reverend James E. Goode, Commissioner
   Helen Mason, Commissioner

DOCUMENTS DEPT.
MAR 9 1989
SAN FRANCISCO
PUBLIC LIBRARY

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - For Approval of Change Order No. G-3 for the Removal and Disposal of Asbestos Containing Pipe Insulation at Project CAL 1-18(6), Ping Yuen North.

    (b) Resolution - Authorizing the Acting Executive Director to Enter into a Contract for the Rehabilitation of 11 Vacant Units at CAL 11-18(4), Alice Griffith, Contract #100-89-0001.

    (c) Resolution - Authorizing the Acting Excecutive Director to Enter into a Contract for the Installation, Maintenance and Service of the Complete Fire Sprinkler Water Flow Alarm and Supervisory Trouble Monitoring at CAL 1-5, Dernal Swellings and CAL 1-18(7), Hayes Valley (3 Sites), Contract #050-89-0001.

    (d) Resolution - Authorizing the Executive Director to Implement the Drug-Free Work Place Act of 1988.

12. ADJOURNMENT:

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm
TA030389

F
65
3
9/89

[MINUTES]

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, March 9, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, March 9, 1989 at 4:00 p.m.

1. ROLL CALL:

President Chuck called the meeting to order at 4:27 p.m.

Roll call found the following members to be:

PRESENT: Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

DOCUMENTS DEPT.
MAR 23 1989
SAN FRANCISCO
PUBLIC LIBRARY

ABSENT: Lewis Lillian, Vice President

A quorum was present.

ALSO PRESENT: Pat Hall, Legal Counsel
William Witte, Acting Executive Director
(entered the meeting at 4:35 p.m.)
Geraldine L. Chavis, Legal Counsel
(entered the meeting at 4:50 p.m.)

2. VISITORS:

Vernon Garraway, Garraway & Associates
Ms. Jewel Green
Ms. Ivy Luu, Ping Yuen
Ms. Mary McAlister, Valencia Gardens
Ms. Christine Neal, Alice Griffith
Ms. Gladys Mae Shafford
Mr. Anthony Travis, PHTA
Mr. Ace Washington, (WAPAC) W2 Area
Mr. Richard Yee, Ping Yuen North

3. APPROVAL OF AGENDA:

Commissioner McNamara moved to amend the agenda of March 9, 1989 to move 11. NEW BUSINESS to the head of the 4. APPROVAL OF MINUTES and Commissioner Mason seconded the motion. The agenda of March 9, 1989 as amended was UNANIMOUSLY APPROVED.

Commissioner Boileau moved to table Resolution No. 3293 until the meeting of March 23, 1989 and Commissioner Fussell seconded the motion.

Resolution No. 3293 was UNANIMOUSLY TABLED.

Ms. Geraldine L. Chavis entered the meeting.

4. APPROVAL OF MINUTES:

Commissioner Fussell moved to approve the minutes of February 23, 1989 and Commissioner Goode seconded the motion. The minutes of February 23, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF THE SECRETARY:

Mr. Witte informed the Commission of the Ribbon Cutting Ceremony at the Plaza East Head Start Center scheduled for this coming week.

Mr. Witte also informed the Commission that a meeting was held at Alice Griffith and discussion was held regarding converting one unit on Cameron Way into an office for the Health Department's WIC (Women, Infant & Children) Program. Discussions are also ongoing with the Sterling Foundation to convert a storage shed at the Alice Griffith development into a multi-purpose office facility for Project SAFE and other service providers.

Mr. Witte also went over the vacant unit report submitted to the Commission.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

Ms. Chavis requested an Executive Session to discuss the Ocasio v. Housing Authority matter. That litigation is pending and an Executive Session is authorized under Government Code Section 54956.9a.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson presented the Tenant Representative Report. Ms. Richardson informed the Commission that PHTA has been working with the staff and an outside legal service representative to get their by-laws and corporate status current. Ms. Richardson also informed the Commission on the recent tenant elections at the Valencia Gardens project.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3290

RESOLUTION FOR APPROVAL OF CHANGE ORDER NO. G-3
FOR THE REMOVAL AND DISPOSAL OF ASBESTOS CONTAINING PIPE
INSULATION AT PROJECT CAL 1-18(6), PING YUEN NORTH

* *

WHEREAS, the Housing Authority of the City and County of San Francisco, hereinafter called "the Authority," entered in a construction contract with PFW Associates, Inc. for the Bathroom Shower Rehabilitation at Project CAL 1-18(6), Ping Yuen North on July 20, 1988; and

WHEREAS, the Authority wishes to modify the scope of work as described by Change Order No. G-3 to this contract; and

WHEREAS, the Authority staff has evaluated the proposal and found the same to be fair and reasonable; and

WHEREAS, funds in the amount of said Change Order are available in the Community Development Block Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Order No. G-3 in the amount of $16,762.00 to PFW Associates, Inc. is hereby approved.

2. The Executive Director is authorized to execute said Change Order.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Goode moved to adopt Resolution No. 3290 and Commissioner Fussell seconded the motion.

Resolution No. 3290 was UNANIMOUSLY ADOPTED.

Mr. William Witte entered the meeting.

(b) RESOLUTION NO. 3291

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT FOR THE REHABILITATION OF 11 VACANT UNITS AT CAL 1-18(4), ALICE GRIFFITH, CONTRACT #100-89-0001

* *

WHEREAS, funds have been allocated from operating funds to rehabilitate eleven (11) vacant units at Alice Griffith, CAL 1-18(4); and

WHEREAS, the Authority advertised for and received bids for this work as follows:

1.	Agbayani Construction Co.	$ 57,094.00
2.	Vince Tang Contracting Co.	$ 86,900.00
3.	Angotti & Reilly/T.E. Joo, Jt. Vt.	$151.154.00

WHEREAS, the Authority has evaluated the bids and determined the low bidder to be a responsible contractor having the technical capacity and ability to perform successfully under the terms and conditions of the contract; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bidder is within the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is hereby authorized to award the contract to the low bidder, Agbayani Construction Company, in the amount of $57,094.00.

2. The Acting Executive Director will do everything proper to expedite this contract to completion.

APPROVED AS TO FORM:

_____

Geraldine L. Chavis

_____

Date

Commissioner Goode moved to adopt Resolution No. 3291 and Commissioner Fussell seconded the motion.

Resolution No. 3291 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3292

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT FOR THE INSTALLATION, MAINTENANCE AND SERVICE OF THE COMPLETE FIRE SPRINKLER, WATER FLOW ALARM AND SUPERVISOR TROUBLE MONITORING AT CAL 1-5, BERNAL DWELLINGS AND CAL 1-18(7), HAYES VALLEY (3 SITES), CONTRACT #100-89-0001

* *

WHEREAS, funding has been allocated from the operating budget and C.I.A.P. CA 1-913 budget to perform the Installation and Maintenance and Service of the Complete Fire Sprinkler Water Flow Alarm and the Supervisory Trouble Monitoring at CAL 1-5, Bernal Dwellings and CAL 1-18(7), Hayes Valley (3 sites); and

WHEREAS, the Authority advertised for and received bids for this work as follows:

1.	National Guardian Security:	
	CAL 1-5	$ 9,414.00
	CAL 1-18(7)	$26,774.00
2.	Bay Alarm Company:	
	CAL 1-5	$21,712.00
	CAL 1-18(7)	$21,712.00

WHEREAS, the Authority has evaluated the bids and determined the low bidder to be a responsible contractor having the technical capacity and ability to perform successfully under the terms and conditions of the contract; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bidder is within the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is hereby authorized to award the contract to the low bidder, National Guardian Security, in the amount of $9,414.00 for CAL 1-5, Bernal Dwellings and $26,774.00 for CAL 1-18(7), Hayes Valley (3 sites).

2. The Acting Executive Director will do everything proper to expedite this line item to completion.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3292 and Commissioner Boileau seconded the motion.

Resolution No. 3292 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION 3293

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO IMPLEMENT THE DRUG-FREE WORK PLACE ACT OF 1988

* *

WHEREAS, on November 18, 1988, Congress enacted the Drug-Free Work Place Act of 1988 ("the Act"); and

WHEREAS, the Act requires grantees of federal assistance to maintain a drug-free work place and to certify as a pre-condition of the receipt of federal funds that they will maintain a drug-free work place; and

WHEREAS, the Act applies to public housing agencies; and

WHEREAS, HUD published an interim final rule to implement the Act on January 31, 1989 at 54 Federal Register 4946 et seq. ("the Regulation"); and

WHEREAS, the Act and the Regulation become effective March 18, 1989; and

WHEREAS, the Commissioners of the Housing Authority of the City and County of San Francisco desire to comply with the Act.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. It is the policy of the Housing Authority of the City and County of San Francisco ("the Authority") to maintain a drug-free work place.

2. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on any property used as a work place or owned by the Authority.

3. This policy and resolution shall amend and is hereby incorporated into the Authority's Personnel Policies and Procedure Manual.

4. The Interim Acting Executive Director and or the Executive Director is directed to and hereby authorized to take all steps necessary to comply with the Drug-Free Work Place Act of 1988 ("the Act") and to implement regulations promulgated by the United States Department of Housing and Urban Development pursuant to the Act.

5. This regulation shall become effective March 18, 1989.

APPROVED AS TO FORM:

_____

Geraldine L. Chavis

_____

Date

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of March 9, 1989 was adjourned at 5:47 p.m.

REVEREND HARRY CHUCK, President

WILLIAM WITTE, Acting
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

5
23/89

MARCH 20, 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, MARCH 23, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

WILLIAM WITTE
Acting Secretary/Executive Director

WW/edm

DOCUMENTS DEPT.
MAR 23 1989
SAN FRANCISCO
PUBLIC LIBRARY

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, MARCH 23, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * *

1. ROLL CALL:

   Reverend Harry Chuck, President
   Lewis Lillian, Vice President
   James G. Fussell, Jr., Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Reverend James E. Goode, Commissioner
   Helen Mason, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

DOCUMENTS DEPT.
MAR 23 1989
SAN FRANCISCO
PUBLIC LIBRARY

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

    (a) Resolution - Authorizing the Acting Executive Director to Implement the Drug-Free Work Place Act of 1988

11. NEW BUSINESS:

    (a) Resolution - Appointing David I. Gilmore as Executive Director of the Housing Authority of the City and County of San Francisco.

    (b) Resolution - Approving Write-Off of Vacated Tenant Accounts Receivable.

    (c) Resolution - Authorizing the Execution of a Purchase Order with the Delta Dental Plan of California for the Provision of Employee Dental Care Coverage for Fiscal Year 1988-1989.

    (d) Resolution - Electing to be subject to the Public Employees' Medical and Hospital Care Act, and Fixing the Housing Authority of the City and County of San Francisco's Contribution for Employees and Annuitants at Different Amounts.

12. ADJOURNMENT:

Will Witte

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm

SF
H65
#3
3/23/89

DOCUMENTS DEPT.
APR 13 1989
SAN FRANCISCO
PUBLIC LIBRARY

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, March 23, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, March 23, 1989 at 4:00 p.m.

1. ROLL CALL:

President Chuck called the meeting to order at 4:10 p.m.

Roll call found the following members to be:

PRESENT: Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
(entered the meeting at 4:35 p.m.)
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

A quorum was present.

ALSO PRESENT: William Witte, Acting Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Mr. Bill Eldridge
Ms. Jewel Green
Ms. Cleola Richardson, PHTA
Mr. Ace Washington, (WAPAC) A2 Area

3. APPROVAL OF AGENDA:

Commissioner Goode moved to approve the agenda of March 23, 1989 and Commissioner Mason seconded the motion. The agenda of March 23, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Lillian moved to approve the minutes of March 6, 1989 and Commissioner McNamara seconded the motion. The minutes of March 6, 1989 were UNANIMOUSLY APPROVED.

Commissioner Goode moved to approve the minutes of March 9, 1989 and Commissioner Lillian seconded the motion. The minutes of March 9, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF THE SECRETARY:

Mr. Witte informed the Commission that a letter was sent to HUD Regional Administrator, Mr. Bob DeMonte, on the question of seeking an administrative loan from HUD to assist the Authority in payment of the National Utility Services lawsuit. We have just learned that HUD representatives in Washington have suggested that the Housing Authority might be able to use its Section 8 reserves to pay off that loan. Mr. Witte informed the Commission that the Authority is already using its Section 8 reserves for vacant unit repair, maintenance, and to pay off other court actions. Mr. Witte informed the Commission that staff is following up with HUD representatives in Washington and that the HUD Regional Office is being very helpful providing assistance to this Agency to resolve this matter.

7. COMMITTEE REPORT:

Commissioner Chuck informed the Commission that the Personnel Committee met prior to the Commission meeting and discussed the two memorandums before the Commission and has set a date for the next meeting on April 13, 1989 to discuss the contract with the carpenter's union.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

Ms. Chavis reported to the Commission that the petitioners in the Meskunas case filed their opening brief. The Authority's brief is due in six weeks, and the hearing is still on schedule.

Ms. Chavis also informed the Commission on the details of the Drug-Free Work Place Act of 1988.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson presented the Tenant Representative Report. Ms. Richardson requested that mail addressed to her be mailed to her home or left with her manager versus being left at PHTA/1111 Buchanan Street. Ms. Richardson also requested a meeting with the new Executive Director when he comes to San Francisco.

10. UNFINISHED BUSINESS:

(a) RESOLUTION NO. 3293

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO IMPLEMENT THE DRUG-FREE WORK PLACE ACT OF 1988

* *

WHEREAS, on November 18, 1988, Congress enacted the Drug-Free Work Place Act of 1988 ("the Act"); and

WHEREAS, the Act requires grantees of federal assistance to maintain a drug-free work place and to certify as a pre-condition of the receipt of federal funds that they will maintain a drug-free work place; and

WHEREAS, the Act applies to public housing agencies; and

WHEREAS, HUD published an interim final rule to implement the Act on January 31, 1989 at 54 Federal Register 4946 et seq. ("the Regulation"); and

WHEREAS, the Act and the Regulation become effective March 18, 1989; and

WHEREAS, the Commissioners of the Housing Authority of the City and County of San Francisco desire to comply with the Act;

NOW. THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. It is the policy of the Housing Authority of the City and County of San Francisco ("the Authority") to maintain a drug-free work place.

2. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on any property used as a work place or owned by the Authority.

3. This policy and resolution shall amend and is hereby incorporated into the Authority's Personnel Policies and Procedure Manual.

4. The Interim Acting Executive Director and/or the Executive Director is directed to and hereby authorized to take all steps necessary to comply with the Drug-Free Work Place Act of 1988 ("the Act") and to implement [subject to meeting and conferring with the effected employee organizations] regulations promulgated by the United States Department of Housing and Urban Development pursuant to the Act.

5. This regulation shall become effective March 18, 1989.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Boileau moved to adopt Resolution No. 3293 as amended and Commissioner Goode seconded the motion.

Resolution No. 3293 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3294

RESOLUTION APPOINTING DAVID I. GILMORE
AS EXECUTIVE DIRECTOR OF THE HOUSING AUTHORITY OF
THE CITY AND COUNTY OF SAN FRANCISCO

* *

WHEREAS, the Commission of the Housing Authority of the City and County of San Francisco conducted a comprehensive, nationwide search for a permanent Executive Director; and

WHEREAS, the Commission has, after due deliberation, chose Mr. David I. Gilmore to serve as Executive Director of the Housing Authority of the City and County of San Francisco and Secretary-Treasurer of the Commission; and

WHEREAS, Mr. David I. Gilmore has agreed to serve as Executive Director of the Housing Authority of the City and County of San Francisco and Secretary-Treasurer of the Commission;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Mr. David I. Gilmore be named Executive Director of the Housing Authority of the City and County of San Francisco, and be designated Secretary-Treasurer of the Commission, effective 8:00 a.m. May 8, 1989.

2. Mr. William A. Witte shall continue to serve as Interim Executive Director of the Housing Authority of the City and County of San Francisco and Secretary-Treasurer of the Commission until 8:00 a.m. May 8, 1989.

3. The President of the Commission is hereby authorized to negotiate with Mr. David I. Gilmore suitable terms and conditions of employment, and submit to the Commission, for review and approval, a contract which accurately reflects the negotiated terms and conditions.

4, This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Goode moved to adopt Resolution No. 3294 and Commissioner Mason seconded the motion.

Roll Call Vote:	Commissioner Chuck	YES
	Commissioner Lillian	YES
	Commissioner Fussell	YES
	Commissioner McNamara	YES
	Commissioner Boileau	YES
	Commissioner Goode	YES
	Commissioner Mason	YES

Resolution No. 3294 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3295

RESOLUTION APPROVING WRITE-OGFF OF VACATED
TENANT ACCOUNTS RECEIVABLE

* *

WHEREAS, HUD Handbook 7511.1, Chapter 11, Section 1, details procedures relative to the write-offs of Tenant Accounts Receivable; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners of by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write-off vacated accounts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The vacated accounts are approved for write-off as follows:

   For the second quarter of Fiscal Year 1988-89
   Debit Balances $218,187.24.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3295 and Commissioner McNamara seconded the motion.

Resolution No. 3295 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3296

RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE ORDER WITH THE DELTA DENTAL PLAN OF CALIFORNIA FOR THE PROVISION OF EMPLOYEE DENTAL CARE COVERAGE FOR FISCAL YEAR 1988-1989

* *

WHEREAS, the provision of dental care coverage is part of the benefits package offered to administrative employees of the Authority, and the provision of such coverage is mandated by the Memoranda of Understanding between the Authority and United Public Employees Local 790; and

WHEREAS, based on one (1) year of experience, the Administrative Services Division determined that the dental care coverage provided Authority administrative employees through the Prudential Insurance Company of America did not meet the dental care needs of employees in a cost-effective manner; and

WHEREAS, the Administrative Services Division solicited, through L. F. Winsten and Associated, quotations for the provision of comprehensive dental care coverage from four (4) dental care providers; and

WHEREAS, the careful evaluation of the submitted quotations, the Administrative Services Division determined that the Delta Dental Plan of California was the only provider capable of offering a dental plan which met the Authority's coverage and deductible requirements; and

WHEREAS, after meeting and conferring with appropriate representatives of United Public Employees Local 790, the Administrative Services Division implemented the dental care coverage offered by the Delta Dental Plan of California, effective February 1, 1989; and

WHEREAS, funds for the provision of dental care coverage for administrative employees of the Authority was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1988-1989; and

WHEREAS, this resolution has been reviewed and recommended by the Personnel Committee;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order with the Delta Dental Plan of California for the provision of dental carte coverage for the period February 1, 1989 through September 30, 1989, in an amount not to exceed $50,000.00.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Boileau moved to adopt Resolution No. 3296 and Commissioner Fussell seconded the motion.

Resolution No. 3296 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3297

RESOLUTION ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT, AND FIXING THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO'S CONTRIBUTION FOR EMPLOYEES AND ANNUITANTS AT DIFFERENT AMOUNTS

* *

WHEREAS, Government Code Section 22850 provides the benefits of the Public Employees' Medical and Hospital Care Act to employees of local agencies contracting with the Public Employees' Retirement System on proper application by a local agency; and

WHEREAS, Government Code Section 22857 provides that a contracting agency may fix the amount of the employer's contribution for employees and the employer's contribution for annuitants at different amounts provided that the monthly contribution for annuitants shall be annually increased by an amount not less than five (5) percent of the monthly contribution for employees, until such time as the amounts are equal; and

WHEREAS, the Housing Authority of the City and County of San Francisco is a local agency contracting with the Public Employees' Retirement System; and

WHEREAS, the Housing Authority of the City and County of San Francisco desires to obtain for its employees and annuitants the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Housing Authority of the City and County of San Francisco elects, and it does hereby elect, to be subject to the provisions of the Public Employees' Medical and Hospital Care Act.

2. The Housing Authority of the City and County of San Francisco's contribution for each employee shall be the amount necessary to pay sixty (60) percent of the full cost of his/her enrollment, including the enrollment of his/her family members in a health benefits plan.

3. The Housing Authority of the City and County of San Francisco's contribution for each annuitant shall be the amount necessary to pay the cost of his enrollment, including the enrollment of his/her family members, in a health benefits plan up to a maximum of one dollar ($1.00) per month.

4. The Housing Authority of the City and County of San Francisco's contribution for each annuitant shall be increased annually by five (5) percent of the monthly contribution for employees, until such time as the contributions are equal.

5. The contributions for employees and annuitants shall be in addition to those amounts contributed by the Housing Authority of the City and County of San Francisco for administrative fees and to the Contingency Reserve Fund.

6. The Commission of the Housing Authority of the City and County of San Francisco appoints and directs, and does hereby appoint and direct the Acting Executive Director to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this resolution, and to perform on behalf of the Housing Authority of the City and County of San Francisco all functions required of it under the Act and Regulations of the Board of Administration.

7. The Acting Executive Director or his designee is hereby authorized to meet and confer with appropriate representative of United Public Employees Local 790 regarding the implementation of this resolution prior to the initiation of coverage under the Act.

8. Coverage under the Act shall be effective on May 1, 1989.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Boileau moved to adopt Resolution No. 3297 as amended and Commissioner Goode seconded the motion.

Resolution No. 3297 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of March 23, 1989 was adjourned at 4:56 p.m.

_____
REVEREND HARRY CHUCK, President

_____
WILLIAM WITTE, Acting
Secretary/Executive Director

PUBLIC LIBRARY

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
APR 13 1989
SAN FRANCISCO
PUBLIC LIBRARY

APRIL 10, 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, APRIL 13, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

WILLIAM WITTE
Acting Secretary/Executive Director

WW/edm

F
65
1
3/89

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, APRIL 13, 1989
4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * * *

DOCUMENTS DEPT.
APR 13 1989
SAN FRANCISCO
PUBLIC LIBRARY

1. ROLL CALL:

   Reverend Harry Chuck, President
   Lewis Lillian, Vice President
   James G. Fussell, Jr., Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Reverend James E. Goode, Commissioner
   Helen Mason, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Commending James E. Thomas on the Occasion of his Retirement.

    (b) Resolution - Authorizing the Acting Executive Director to Prepare and Submit an Application for Funding from the Major Reconstruction of Obsolete Public Housing (MROP) Projects Program Reconstruction of the Yerba Buena Plaza East Development, CAL 1-18(2).

    (c) Resolution - Authorizing the Authority to Enter into a Contractual Agreement with San Francisco SAFE, Inc. to Provide Crime Prevention Educational Services to the Tenants in Alice Griffith and Yerba Buena Plaza East Housing Developments.

    (d) Resolution - Ratifying Binding of Fidelity and Depositor's Forgery Insurance Coverage with the National Union Fire Insurance Company.

    (e) Resolution - Ratifying Binding of Vehicle Fleet Insurance Coverage with Fireman's Fund Insurance Companies.

11. NEW BUSINESS (cont'd):

(f) Resolution - Authorizing the Executive Director to Negotiate a Memorandum of Understanding with the SF Friends of the Homeless.

(g) Resolution - Accepting the Arbitration Award in the Matter of Elaine Tam v. The City and County of San Francisco and the San Francisco Housing Authority (Superior Court Action No. 861-627).

(h) Resolution - Authorizing the Execution of a Memorandum of Understanding between the San Francisco Housing Authority and the Bay Counties District Council of Carpenters.

(i) Resolution - Authorizing the Acting Executive Director to Enter into a Contractual Agreement for the Procurement of Pest Control Services from Terminix International, Inc. for All Authority Developments on a Regular, as well as, As Needed Basis for the Remainder of Fiscal Year 1988-89.

(j) Resolution - Authorizing Payment to Commissioner Helen Mason.

12. ADJORNMENT:

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm
AGENDA

SF
H65
#3
4/13/89

DOCUMENTS DEPT.
MAY 1 1989
SAN FRANCISCO
PUBLIC LIBRARY

Minutes

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, April 13, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, April 13, 1989 at 4:00 p.m.

1. ROLL CALL:

President Chuck called the meeting to order at 4:10 p.m.

Roll call found the following members to be:

PRESENT: Reverend Harry Chuck, President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Reverend James E. Goode, Commissioner
(entered the meeting at 4:12 p.m.)
Helen Mason, Commissioner

ABSENT: Lewis Lillian, Vice President
Robert J. Boileau, Commissioner

A quorum was present.

ALSO PRESENT: William Witte, Acting Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Ms. Jewel Green
Ms. Cleola Richardson, PHTA

3. APPROVAL OF AGENDA:

Commissioner Mason moved to approve the agenda of April 13, 1989 and Commissioner McNamara seconded the motion. The agenda of March 23, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner McNamara moved to approve the minutes of March 23, 1989 and Commissioner Fussell seconded the motion. The minutes of March 23, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF THE SECRETARY:

None.

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson presented the Tenant Representative Report.

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) RESOLUTION NO. 3298

RESOLUTION COMMENDING JAMES E. THOMAS
ON THE OCCASION OF HIS RETIREMENT

* *

WHEREAS, James E. Thomas on January 23, 1989 retired as Property Manager after having served with the Housing Authority of the City and County of San Francisco for twenty-one years; and

WHEREAS, during his career as an employee of this Authority, he faithfully and diligently discharged his duties; and

WHEREAS, Mr. Thomas has gained the respect of the Commission of this Authority, the staff and his fellow employees for his loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. That this Commission extends to James E. Thomas its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3298 and Commissioner Mason seconded the motion.

Resolution No. 3298 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3299

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO PREPARE AND SUBMIT AN APPLICATION FOR FUNDING FROM THE MAJOR RECONSTRUCTION OF OBSOLETE PUBLIC HOUSING (MROP) PROJECTS PROGRAM RECONSTRUCTION OF THE YERBA BUENA PLAZA EAST DEVELOPMENT, CAL 1-18(2)

* *

WHEREAS, the United States Housing Act of 1937 provides that there shall be local determination of the need for public housing to meet needs not being adequately met by private enterprise; and

WHEREAS, under the provisions of the United States Housing Act of 1937, the Department of Housing and Urban Development (HUD) is authorized to provide financial assistance to public housing agencies for such housing; and

WHEREAS, the Yerba Buena Plaza East development has chronic problems which require major modifications including the removal of existing highrise buildings and their replacement with new lowrise apartments; and

WHEREAS, the Department of Housing and Urban Development has invited applications for the Major Reconstruction of Obsolete Public Housing (MROP) projects;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Determination of Need. The SFHA hereby determines that within its area of operation there is a need for low income housing to meet needs not being adequately met by private enterprise.

2. Application for Housing Assistance. The Acting Executive Director/Secretary of the SFHA is hereby authorized to have prepared an application for public housing assistance for the Major Reconstruction of the Yerba Buena Plaza East development, CAL 1-18(2); to sign said application on behalf of the SFHA and to submit it to HUD. Said reconstruction to be provided through the MROP Program.

3. Annual Contributions Contract (ACC). When an ACC is forwarded by HUD to the SFHA for execution by the SFHA, the President or Vice President is hereby authorized to execute such ACC on behalf of the SFHA, and the Secretary is hereby authorized to impress and attest the official SFHA seal on each ACC counterpart and submit to HUD executed counterparts and related documents as required by HUD.

4. President or Vice President is hereby authorized to execute on behalf of the SFHA a General Depositary Agreement(s) and/or Savings Depositary Agreement(s) each in the form approved by HUD; and the Secretary is hereby authorized to impress and attest the official SFHA seal on each counterpart and submit to HUD executed counterparts and related documents as required by HUD.

5. Funding for Project Development Cost.

   (a) In order to fund the Development Cost of Housing projects pursuant to this Resolution or any other Resolution as may be required by HUD, the SFHA hereby authorizes the issuance of obligations in its name at such times, in such amounts, and on such terms and conditions as HUD may direct or approve in accordance with the ACC.

   (b) The President or Vice President is hereby authorized to prepare and execute such SFHA obligations; and the Secretary is hereby authorized to impress and attest the official SFHA seal, deliver the obligations to HUD or such other lenders as HUD may direct, and accept payment therefor or cause payment to be made as directed or approved by HUD in accordance with the ACC.

   (c) Each such SFHA obligation shall be secured in such manner as may be provided and/or required by HUD in accordance with the ACC. All proceeds from such SFHA obligations shall be deposited and used only as approved by HUD in accordance with the ACC.

6. HUD Regulations. In connection with the development and operation of any program or activity receiving Federal financial assistance under the United States Housing Act of 1937, the SFHA will comply with all requirements under the applicable regulations of the Department of Housing and Urban Development, 25 CFR 941 or 24 CFR 905, as appropriate, and all HUD regulations relating to the operation of public housing projects. The Authority will specifically comply with 34 CFR 8 which implements Section 504 of the Rehabilitation Act of 1973 and with 24 CFR 24.630, which implements the Drug-Free Work Place Act of 1988. On March 23, 1989, the Commission adopted Resolution 3293 authorizing the implementation of the Drug-Free Work Place Act of 1988.

7. Meaning of Term. All terms used in this Resolution which are defined in the ACC shall have the meanings given to them in the ACC.

8. Effective Date. This Reseolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3299 and Commissioner Mason seconded the motion.

Resolution No. 3299 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3300

RESOLUTION AUTHORIZING THE AUTHORITY TO ENTER INTO A CONTRACTUAL AGREEMENT WITH SAN FRANCISCO SAFE, INC. TO PROVIDE CRIME PREVENTION EDUCATIONAL SERVICES TO THE TENANTS IN ALICE GRIFFITH AND YERBA BUENA PLAZA EAST HOUSING DEVELOPMENTS

* *

WHEREAS, the Authority wishes to eliminate the criminal element in its housing developments through all available means, and believes that educational training programs on crime prevention and awareness is one means that can be effectively utilized; and

WHEREAS, the Authority has identified the Alice Griffith and Yerba Buena Plaza East housing developments as target sites for implementation of a crime prevention educational training program; and

WHEREAS, San Francisco Safe, Inc. represents itself able to perform the services required by the Authority, and the Authority finds that Contractor is so qualified; and

WHEREAS, funding for these services is provided for in this fiscal year's Comprehensive Improvement Assistance Program (CIAP);

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for, and enter a contractual agreement with, San Francisco Safe, Inc. for the procurement of educational training services directed toward crime prevention and awareness in the not-to-exceed amount of forty-six thousand dollars ($46,000.00).

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

(d) RESOLUTION NO. 3301

RESOLUTION RATIFYING BINDING OF FIDELITY AND DEPOSITOR'S FORGERY INSURANCE COVERAGE WITH THE NATIONAL UNION FIRE INSURANCE COMPANY

* *

WHEREAS, the Housing Authority of the City and County of San Francisco (the "Authority") entered into an Annual Contributions Contract ("ACC") with the United States

Department of Housing and Urban Development ("HUD") dated August 22, 1964, as amended; and

WHEREAS, Section 305 of the ACC requires all insurable property and equipment to be insured against risks with respect to which insurance is commonly carried on similar property and equipment in the locality; and

WHEREAS, the Authority currently does not have Fidelity Insurance coverage; and

WHEREAS, HUD has determined that the Authority must actively solicit insurance companies to obtain quotes/bids for fidelity coverage; and

WHEREAS, the Johnson & Higgins of California Company (the "Agent"), an experienced insurance company and broker, actively solicited competitive quotes on behalf of the Authority; and

WHEREAS, after a diligent search for competitive quotations the Agent obtained one proposal for Fidelity and Depositor's Forgery Insurance coverage from the National Union Fire Insurance Company of Pittsburgh, Pennsylvania (the "Company")

WHEREAS, the qualification of the Company have been evaluated and the Company was determined to be a qualified and responsible offeror and said proposal has been evaluated and determined by the Authority to be fair and reasonable and most advantageous to the Authority; and

WHEREAS, it was necessary for the Interim Executive Director to authorize binding of coverage with the Company for a policy period from 12:01 a.m., March 24, 1989 to 12:00 a.m., March 24, 1990 in order to prevent said proposal from being withdrawn; and

WHEREAS, sufficient funds have been budgeted for payment of said coverage;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Interim Director's binding of Fidelity/Depositor's Forgery Insurance with the National Union Fire Insurance Company is hereby ratified as well as payment of insurance premium for said coverage in the amount of $6,250.00.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3301 and Commissioner Mason seconded the motion.

Resolution No. 3301 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3302

RESOLUTION RATIFYING BINDING OF VEHICLE FLEET INSURANCE COVERAGE WITH FIREMAN'S FUND INSURANCE COMPANIES

* *

WHEREAS, the Housing Authority of the City and County of San Francisco (the "Authority") entered into an Annual Contributions Contract ("ACC") with the United States Department of Housing and Urban Development ("HUD") dated August 27, 1964, as amended; and

WHEREAS, Section 305 of the ACC requires all insurable property and equipment to be insured against risk with respect to which insurance is commonly carried on similar property and equipment in the locality; and

WHEREAS, the Authority owns or leases almost 100 automobiles and motor vehicles; and

WHEREAS, HUD has determined that the Authority must actively solicit insurance companies to obtain bid/quotes for higher automobile coverage; and

WHEREAS, the Levinson Brothers, Inc. (the "Agent"), an experience insurance company and broker, actively solicited competitive quotes on behalf of the Authority; and

WHEREAS, after a diligent search for competitive quotations, the Agent obtained one proposal for vehicle fleet insurance which offered higher coverage to the Authority from Fireman's Fund Insurance Companies (the "Company"); and

WHEREAS, the qualifications of the Company have been evaluated and the Company was determined to be a qualified and responsible offeror and said proposal has been reviewed and evaluated and determined by the Authority to be fair and reasonable and most advantageous to the Authority; and

WHEREAS, the Authority's automobile/vehicle policy #AS8822635 with Industrial Indemnity which expired on April 4, 1989; and

WHEREAS, it was necessary for the Interim Executive Director to authorize binding of coverage with the Company for a policy period of April 4, 1989 to April 4, 1990 in order to prevent said proposal from being withdrawn and the Authority's automobile/vehicle coverage from lapsing prior to the next regularly scheduled Commission meeting;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Interim Executive Director's binding of Vehicle Fleet Insurance with Fireman's Fund Insurance Companies is hereby ratified as well as payment of the insurance premium for said coverage in the amount of $114,170.00.

2. Further, the Interim Executive Director's action to release and cancel Insurance Policy #AS8822635 with the Industrial Indemnity Company is also hereby ratified.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3302 and Commissioner McNamara seconded the motion.

Resolution No. 3302 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 3303
As Amended

AMENDED RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A MEMORANDUM OF UNDERSTANDING WITH THE SAN FRANCISCO FRIENDS OF THE HOMELESS

* *

WHEREAS, the Housing Authority of the City and County of San Francisco (the "Authority") and the United States Department of Housing and Urban Development ("HUD") entered into an Annual Contributions Contract ("ACC") dated August 24, 1964, as amended; and

WHEREAS, there exists at the Valencia Gardens Development a number of vacant units and there exists within the City and County of San Francisco a high number of homeless families; and

WHEREAS, Section 101 of the ACC requires the Authority to administer each project in such a manner to promote serviceability, efficiency, economy and stability and to achieve the economic and social well-being and advancement of the tenants thereof; and

WHEREAS, the United States Housing Act of 1937 provides that there shall be a local determination of the need for low-rent housing to meet the needs not being adequately met by private enterprise; and

WHEREAS, the Authority has been approached by the San Francisco Friends of the Homeless (the "Friends"), a California non-profit organization, to allow the Friends to use private money to rehabilitate vacant units at the Valencia Gardens Development for homeless persons who are currently being provided emergency shelter by the Department of Social Services; and

WHEREAS, such a proposal must meet all state, local and federal requirements and must be approved by HUD; and

WHEREAS, the Authority supports this proposal and would like to develop the proposal further and submit a memorandum of understanding to HUD for approval;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director and/or the Interim Executive Director is authorized to negotiate a Memorandum of Understanding with the San Francisco Friends of the Homeless and their representatives based upon but not limited to the following conditions:

   a. The proposal and Memorandum of Understanding ("MOU") must comply with all state, local and federal requirements;

   b. The MOU must be approved by the Authority Commissioners as well as by HUD;

   c. No more than 35 units at the Valencia Gardens Development will be made available to Friends pursuant to the Memorandum of Understanding. At least 12 of these units will be two bedroom units. No three bedroom units will be included;

   d. The Authority will not use any of its own funds to rehabilitate the units;

   e. The rehabilitation of the units will comply with the Authority's guidelines for rehabilitation of its units and meet all federal, state and local requirements;

   f. All persons referred by the Department of Social Services ("DSS") and to be housing in the units must meet the Authority's normal tenant selection criteria and become tenants under the Authority's normal leasing and occupancy policies;

   g. The term of the MOU will not exceed three (3) years;

   h. The MOU must be developed in consultation with the Tenants' Association of Valencia Gardens. The Tenants' Association must approve this proposal and the proposal shall not interfere with normal Authority operations at the Valencia Gardens Development;

   i. The Authority agrees to make space available at Valencia Gardens to the Friends to be used by the Friends' program coordinator and/or the Department of Social Services and to also make space available for childcare facilities and other programs that will be provided to the tenants by the Friends;

   j. Qualified homeless persons will be permitted to assist in rennovating and maintaining their units.

2. The Executive Director and/or the Interim Executive Director is further authorized to cooperate with the Friends of the Homeless and their representatives as well as the Department of Housing and Urban Development and to take whatever action deemed necessary to facilitate development of this MOU.

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Mason moved to adopt Resolution No. 3303 and Commissioner Fussell seconded the motion.

Commissioner McNamara moved to amend Resolution No. 3303 adding to paragraph (1), sub-paragraph (c), "No three bedroom units will be included", and Commissioner Fussell seconded the motion. The amendment to Resolution No. 3303 was UNANIMOUSLY ADOPTED.

Resolution No. 3303 was UNANIMOUSLY ADOPTED as amended.

(g) RESOLUTION NO. 3304

RESOLUTION ACCEPTING THE ARBITRATION AWARD IN THE MATTER OF ELAINE TAM v. THE CITY AND COUNTY OF SAN FRANCISCO AND THE SAN FRANCISCO HOUSING AUTHORITY (SUPERIOR COURT ACTION NO. 861 627)

* *

WHEREAS, there is presently pending in the Superior Court of the City and County of San Francisco, Civil Action Number 861-627, entitled Elaine Tam v. the City and County of San Francisco and the San Francisco Housing Authority; and

WHEREAS, pursuant to California Rules of Court, Section 1600 et seq., judicial arbitration was held in this matter on March 2, 1989 before arbitrator Otto C. Stelling, Jr.; and

WHEREAS, after duly hearing said matter and considering the evidence of the parties said arbitrator rendered his award dated March 13, 1989; and

WHEREAS, to avoid further protracted litigation, to save substantial legal fees and staff time it would cost the Authority to continue the defense of this matter through trail and to facilitate the resolution of the matter, the Authority wishes to accept said award of the arbitrator;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Interim Executive Director and/or the Authority's Legal Representatives are hereby authorized to accept the Award of Arbitrator dated March 13, 1989 in the matter of Elaine Tam v. the City and County of San Francisco and the San Francisco Housing Authority and to take all steps necessary to implement said award.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Mason moved to adopt Resolution No. 3304 and Commissioner Fussell seconded the motion.

Resolution No. 3304 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 3305

RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE BAY COUNTIES DISTRICT COUNCIL OF CARPENTERS

* *

WHEREAS, the San Francisco Housing Authority, in the interest of strengthening and improving the meeting and conferring process with the Bay Counties District Council of Carpenters, reached agreements on issues relating to the compensation structure and working conditions for members of the bargaining unit; and

WHEREAS, the agreements reached between the Authority and the Union will provide a basis for improving the work life of the agency's carpentry personnel, and the delivery of services to the residents of public housing; and

WHEREAS, approval of the Memoranda of Understanding is recommended by the Personnel Committee of the Commission;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission hereby approves the Memorandum of Understanding between the Authority and the Bay Counties District Council of Carpenters.

2. The Acting Executive Director is hereby authorized to execute the Memorandum of Understanding which shall be effective October 1, 1988 through September 30, 1990.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3305 and Commissioner McNamara seconded the motion.

Resolution No. 3305 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 3306

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACTUAL AGREEMENT FOR THE PROCUREMENT OF PEST CONTROL SERVICES FROM TERMINIX INTERNATIONAL FOR ALL AUTHORITY DEVELOPMENTS ON A REGULAR, AS WELL AS, AS NEEDED BASIS FOR THE REMAINDER OF FISCAL YEAR 1988-89

* *

WHEREAS, the Authority wishes to control the infestation of roaches, mice and other pests in its housing developments in order to provide a clean and healthy environment for its residents; and

WHEREAS, the Authority solicited proposals from thirteen (13) licensed pest control contractors in open and full competition, as well as, publicized the Request for Proposals in the San Francisco Minority/Women Business Development Program Registry in order to avail minority and women owned businesses of this opportunity; and

WHEREAS, proposals from Earl's Pest Control and Terminix International, Inc. were received and evaluated in accordance with the published evaluation criteria; and

WHEREAS, a three person review committee determined that Terminix International, Inc. was the responsible offeror whose proposal is the most advantageous to the Authority based upon a more thorough understanding of the work, an ability to respond to service calls, qualifications and credentials, and work experience required to accommodate the Authority's needs; and

WHEREAS, the Director of Maintenance Operations concurred with the recommendation of the review committee to award a contract for pest control services to Terminix International, Inc.; and

WHEREAS, funding for the procurement of pest control services is available from the operating budget of the Authority for Fiscal Year 1988-1989;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute a purchase order for, and enter into a contractual agreement with, Terminix International, Inc. for the procurement of pest control services for the remainder of Fiscal Year 1988-1989 in an amount not to exceed thirty-five thousand dollars ($35,000.00).

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner McNamara moved to adopt Resolution No. 3306 and Commissioner Fussell seconded the motion.

Resolution No. 3306 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION

RESOLUTION AUTHORIZING PAYMENT TO COMMISSIONER HELEN MASON

* *

WHEREAS, the Commissioners of the Housing Authority of the City and County of San Francisco (the "Authority") established a special committee, the San Francisco Housing Authority Executive Director Interview Committee (the "Special Committee") on January 23, 1989 by Resolution Number 3270; and

WHEREAS, said Special Committee met on January 23, 1989 after the Special Commission Meeting; on January 26, 1989 after the regularly scheduled Commission Meeting and again on January 31, 1989; and

WHEREAS, Commissioner Helen Mason was one of the persons who served on said Special Committee; and

WHEREAS, Article V of the Bylaws of the Authority only authorizes Commissioners to be compensated per diem payments for discharge of duties at regular or special meetings of the Commission but does not authorize payment for special committee meetings; and

WHEREAS, Commissioner Mason desires to be compensated per diem and the Commissioners desire to so compensate said Commissioner Mason, on a one time basis, for the Special Committee Meeting held January 31, 1989;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting/Interim Executive Director is hereby authorized to compensate Commissioner Helen Mason per diem in the amount not to exceed $50.00 for attendance at the Committee meeting held on January 31, 1989 for the Special Committee of the San Francisco Housing Authority Executive Director Interview Committee.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Fussell moved to table this resolution until the next regularly scheduled Commission Meeting on April 23, 1989 and Commissioner McNamara seconded the motion.

The motion to table this resolution was ADOPTED UNANIMOUSLY.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of April 13, 1989 was adjourned at 5:21 p.m.

_____
REVEREND HARRY CHUCK, President

William Witte
_____
WILLIAM WITTE, Acting
Secretary/Executive Director

C
55
4
/87

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
MAY 1 1989
SAN FRANCISCO
PUBLIC LIBRARY

APRIL 24, 1989

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, APRIL 27, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

WILLIAM WITTE
ACTING SECRETARY/EXECUTIVE DIRECTOR

WW/edm

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, APRIL 27, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   Reverend Harry Chuck, President
   Lewis Lillian, Vice President
   James G. Fussell, Jr., Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Reverend James E. Goode, Commissioner
   Helen Mason, Commissioner

2. VISITORS:

DOCUMENTS DEPT.
MAY 1 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Commendation to Mr. William A. Witte.

    (b) Resolution - Authorizing the Execution of an Employment Agreement between the Housing Authority of the City and County of San Francisco and Mr. David I. Gilmore.

    (c) Resolution - Authorizing an Amendment to a Contract with the California Energy Investment Corporation (CEIC) for the Purchase of Solar Energy at 491-31st Avenue, 3850-18th Street, 363 Noe Street, 951 Eddy Street, 939 Eddy Street, 1760 Bush Street and 2698 California Street.

    (d) Resolution - Authorizing the Acting Executive Director to Extend the Contractual Agreement with Demakas Plumbing and Heating, Inc. for the Provision of Maintenance Services on Authority Heating and Boiler Systems for the Remainder of Fiscal Year 1988-89.

    (e) Resolution - Declaring Block #5843 A Section of Alemany Development As Surplus

(f) Resolution - Confirming the Execution of a Contract to Remove Asbestos-Containing Material from 2525 Griffith Street at Alice Griffith, CAL 1-18(4), As an Emergency.

(g) Resolution - Authorizing the Section 8 Department to Place an Application for Fiscal Year 1989 Section 8 Existing Housing Certificates.

(h) Resolution - Authorizing the Executive Director to Purchase Modular Furniture Components Required for Additional Work Stations in the Section 8 Division.

(i) Resolution - Authorizing the Executive Director to Purchase a Filing System Required to Provide Adequate Storage in the Section 8 Division.

(j) Resolution - Authorizing and Directing Certain Actions with Respect to the Issuance of Tax-Exempt Revenue Bonds to Refinance the Construction Center in San Francisco.

12. ADJOURNMENT:

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm

SF
H65
#3
4/27/89

DOCUMENTS DEPT.
MAY 12 1989
SAN FRANCISCO
PUBLIC LIBRARY

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, April 27, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, April 27, 1989 at 4:00 p.m.

1. ROLL CALL:

President Chuck called the meeting to order at 4:12 p.m.

Roll call found the following members to be:

PRESENT: Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

A quorum was present.

ALSO PRESENT: William Witte, Acting Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Ms. Jewel Green, Hunters View
Ms. Christine Neal, Alice Griffith
Ms. Cleola Richardson, PHTA
Ms. Alta Faye Scales, Alemany
Ms. Georgia Willette, Alemany

3. APPROVAL OF AGENDA:

Commissioner Fussell moved to approve the agenda of April 27, 1989 and Commissioner McNamara seconded the motion. The agenda of April 27, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Mason moved to approve the minutes of April 13, 1989 and Commissioner Lillian seconded the motion. The minutes of April 13, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF THE SECRETARY:

None.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson presented the Tenant Representative Report.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION

RESOLUTION AUTHORIZING AND DIRECTING CERTAIN ACTIONS WITH RESPECT TO THE ISSUANCE OF TAX-EXEMPT REVENUE BONDS TO REFINANCE THE CONSTRUCTION CENTER IN SAN FRANCISCO

* *

WHEREAS, the City and County of San Francisco (the "City") now faces a crisis in the providing of safe, decent and sanitary housing to homeless persons, to the elderly and to the disabled within the City; and

WHEREAS, Senior Assisted Living Incorporated, a California corporation ("Senior Assisted Living"), has proposed a program to the Housing Authority on behalf of the City for the acquisition, conversion and operation of certain existing facilities within the City to provide such housing (the "Program"); and

WHEREAS, Senior Assisted Living proposes to commence the Program with the acquisition and conversion of a facility currently known as "The Construction Center," located at 205-13th Street, San Francisco, California, which will thereafter be operated as and for a housing facility for the elderly and disabled (the "Project"); and

WHEREAS, Senior Assisted Living plans to sell the completed Project to a nonprofit corporation qualified under Section 501(c)(3) of the Internal Revenue Code of 1986 (a "Qualified Corporation"), which is presently contemplated to be ASIAN, Inc., a California nonprofit corporation ("ASIAN"), or its assigns; and

WHEREAS, in order to induce ASIAN, or assigns, to acquire, convert and operate the Project for the benefit of the citizens of the City, the Housing Authority desires to serve as the conduit for the issuance of tax-exempt revenue bonds (the "Bonds") for the Project, when and as requested by ASIAN, or assigns, and pursuant to Chapter 1 of Part 2 of Division 24 of the California Health and Safety Code, as amended, or other applicable laws, in an aggregate principal amount of not to exceed $15,500,000;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Housing Authority hereby declares its present intention to issue Bonds on behalf of ASIAN, or assigns (which assigns must be a Qualified Corporation), to finance the acquisition of the Project for the purpose of providing housing to low-income, elderly persons in the aggregate principal amount of not to exceed $15,500,000, all in accordance with the California Health and Safety Code and other requirements of law. The Housing Authority shall be under no obligation to issue such bonds and shall incur no liability in the event bonds are not insured for any reason;

2. The Bonds shall not constitute a pledge of the faith and credit of the City or the Housing Authority, and neither the City nor the Housing Authority shall be liable to make any appropriations for repayment of the Bonds. The Bonds shall constitute a limited obligation of the Housing Authority payable solely out of the revenues or other sources provided for in the legal documents authorizing the issuance of the Bonds.

3. The Secretary of the Housing Authority shall certify to the passage of this resolution by the Board of Commissioners of the Housing Authority of the City and County of San Francisco.

PPROVED AS TO FORM:

Patricia D. Hall for Geraldine Chavis

eraldine L. Chavis

5/8/89

ate

Commissioner Fussell moved to table this resolution for the Commission Meeting of May 11, 1989 and Commissioner Boileau seconded the motion.

The motion was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3307

RESOLUTION OF COMMENDATION TO MR. WILLIAM A. WITTE

****

WHEREAS, Mr. William A. Witte, Deputy Mayor for Housing of the City and County of San Francisco, served as Acting Executive Director of the Housing Authority of the City and County of San Francisco and Secretary-Treasurer of the Commission from November 7, 1988 to May 8, 1989; and

WHEREAS, Mr. Witte willingly assumed the responsibilities of the position of Acting Executive Director of the Authority and Secretary-Treasurer of the Commission; and

WHEREAS, during his tenure as Acting Executive Director, Mr. Witte, through the faithful and diligent discharge of his responsibilities, demonstrated his commitment to the efficient management of the Authority and the provision of a quality living environment for the residents of public housing; and

WHEREAS, as a result of his tenure as Acting Executive Director, the Authority is now prepared to embark upon a new era of service to the residents of public housing and the citizens of the City and County of San Francisco.

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO deems it proper and fitting that it hereby extends to Mr. William A. Witte its deepest appreciation for his most valued service to the Authority, and its best wishes for success in his future endeavors.

Commissioner Lillian moved to adopt Resolution No. 3307 and Commissioner Fussell seconded the motion.

Resolution No. 3307 as UNANIMOUSLY ADOPTED

(c) RESOLUTION NO. 3308

RESOLUTION AUTHORIZING THE EXECUTION OF AN EMPLOYMENT AGREEMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND MR. DAVID I. GILMORE

****

WHEREAS, on March 23, 1989, the Commission of the Housing Authority of the City and County of San Francisco approved Resolution No. 3294 appointing Mr. David I. Gilmore Executive Director of the Authority and Secretary-Treasurer of the Commission; and

WHEREAS, Resolution No. 3294 authorized the President of the Commission to negotiate with Mr. Gilmore suitable terms and conditions of employment, and to submit to the Commission, for review and approval, a contract which accurately reflects the negotiated terms and conditions; and

WHEREAS, the President of the Commission has reached agreement with Mr. Gilmore on the terms and conditions of employment, and has documented that agreement in the form of a comprehensive Employment Agreement; and

WHEREAS, the Personnel Committee of the Commission has reviewed the Employment Agreement and recommends its approval.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission hereby approves the Employment Agreement between the Housing Authority of the City and County of San Francisco and Mr. David I. Gilmore, and authorizes the President of the Commission to execute the Employment Agreement effective May 8, 1989.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

Date

Commissioner McNamara moved to adopt Resolution No. 3308 and Commissioner Lillian seconded the motion.

Resolution No. 3308 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION

RESOLUTION AUTHORIZING AN AMENDMENT TO A CONTRACT
WITH THE CALIFORNIA ENERGY INVESTMENT CORPORATION (CEIC)
FOR THE PURCHASE OF SOLAR ENERGY AT 491-31ST AVENUE,
3850-18TH STREET, 363 NOE STREET, 951 EDDY STREET, 939 EDDY STREET
1760 BUSH STREET AND 2698 CALIFORNIA STREET

****

WHEREAS, in 1983, the Authority entered into an agreement with the California Energy Investment Corporation (CEIC) for the purchase of solar energy from solar systems installed at seven Authority buildings; and

WHEREAS, these agreements will expire this year; and

WHEREAS, CEIC has agreed to lower the cost of the energy sold to the Authority from a 10% discount of the prevailing PG&E rate to a 20% discount of the prevailing PG&E rate and has also agreed to remove and reinstall solar equipment at CEIC's expense to accommodate any future reroofing work, as conditions of a new fifteen year extension of the agreement, and

WHEREAS, these new conditions are in the interest of the Authority.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

1. That the Acting Executive Director is authorized to execute an amendment to the existing contract with the California Energy Investment Corporation extending the term of the agreement an additional fifteen years and reflecting improved conditions for the Authority.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

Date

Commissioner Lillian moved to table this Resolution for the Commission Meeting of May 11, 1989 and Commissioner Mason seconded the motion.

The motion was ADOPTED with one (1) NO VOTE from Commissioner Fussell.

(e)

RESOLUTION NO. 3309

RESOLUTION AUTHORIZING THE ACTING EXECUTIVE DIRECTOR TO EXTEND THE CONTRACTUAL AGREEMENT WITH DEMAKAS PLUMBING AND HEATING, INC. FOR THE PROVISION OF MAINTENANCE SERVICES ON AUTHORITY HEATING AND BOILER SYSTEMS FOR THE REMAINDER OF FISCAL YEAR 1988 - 1989

****

WHEREAS, the Authority must maintain its boilers and heating systems in a fully operational condition for the health and safety of staff and residents; and

WHEREAS, the Authority must maintain its boilers and heating systems on an interim basis until new contracts are in place for Fiscal Year 1989 - 1990; and

WHEREAS, Demakas Plumbing and Heating, Incorporated has been very responsive to the needs of the Authority, and has proven to be qualified to perform the services required; and

WHEREAS, it is in the best economical and operational interest of the Authority to extend the contract with Demakas Plumbing and Heating, Incorporated through September 30, 1989; and

WHEREAS, funding for these services is available from the operating budget of the Authority for Fiscal Year 1988 - 1989.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT.

1. The Acting Executive Director is authorized to execute a purchase order for, and extend the contractual agreement with, Demakas Plumbing and Heating, Inc. for the provision of boiler and heating system maintenance services for the remainder of Fiscal Year 1988 - 1989 in the not-to-exceed amount of one hundred fifty-five thousand dollars ($155,000.00).

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

4/24/89
Date

Commissioner Fussell moved to adopt Resolution No. 3309 and Commissioner Lillian seconded the motion.

Resolution No. 3309 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION

RESOLUTION DECLARING BLOCK #5843 A SECTION OF ALEMANY DEVELOPMENT AS SURPLUS

****

WHEREAS, The San Francisco Housing Authority has completed plans and specifications for the comprehensive modernization of Alemany under the CIAP program; and

WHEREAS, THE CIAP plans and specifications to not include the use of approximately 10,000 square feet of land located at the Northeast section of the Alemany developments (See Exhibit A);

WHEREAS, that this area which is referred to as Block #5843 is currently not being utilized;

WHEREAS, The Block #5843 has little value for future housing development and incurrs costs to the Agency to maintain.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

1. That the subject portion of land be declared as surplus and the Acting Executive Director be authorized to take all necessary steps to pursue the disposal of this property at a fair market value pursuant to federal and state law and regulations.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

4/24/89
Date

Commissioner Mason moved to table this Resolution for the Commission Meeting of May 11, 1989 and Commissioner McNamara seconded the motion.

The motion was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3310

RESOLUTION CONFIRMING THE EXECUTION OF A CONTRACT TO REMOVE ASBESTOS CONTAINING MATERIAL FROM 2525 GRIFFITH STREET AT ALICE GRIFFITH, CAL 1-18(4), AS AN EMERGENCY

****

WHEREAS, The Alice Griffith complex lacks proper space to provide needed social services for the development's residents; and

WHEREAS, the existing maintenance building at 2525 Griffith Street is under utilized and can be converted into an adequate multi-purpose space to support social programs; and

WHEREAS, asbestos containing material poses a health hazard and must be removed from this building prior to the start of construction work; and

WHEREAS, three asbestos contractors submitted bids on April 6, 1989 to abate this hazard with the following results:

NAACO	$ 6,680.00
Western Specialty Products	$ 8,057.00
AC and S	$10,250.00

WHEREAS, the low bid submitted by NAACO is responsive and urgently required; and

WHEREAS, the Acting Executive Director has executed an agreement with NAACO to abate this hazardous condition as an emergency.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

1. That the Commission confirms the Acting Executive Director's execution of an agreement with NAACO for $6,680.00 to remove the asbestos containing material for 2525 Griffith Street as an emergency.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

Date

Commissioner Goode moved to adopt Resolution No. 3310 and Commissioner Mason seconded the motion.

Resolution No. 3310 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 3311

RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR SECTION 8 EXISTING HOUSING CERTIFICATIONS; AND FOR AUTHORITY TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT (IF SUCH APPLICATION IS APPROVED)

* *

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on March 20, 1989, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for $483,600 in funds for approximately 47 Housing Certificates;

WHEREAS, the authority to submit an application for these funds and the authority to execute the annual contributions contract by the Executive Director of the San Francisco Housing Authority, must be approved by the Board of Commissioners;

NOW, THEREFORE, BE IT RESOLVED BY THE PHA AS FOLLOWS:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of the Section 8 Housing Assistance Payments Program application for Existing Housing and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract, if such application is approved.

2. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis, Counsel

4/21/89

Date

Commissioner Fussell moved to adopt Resolution No. 3311 and Commissioner Lillian seconded the motion.

Resolution No. 3311 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 3312

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR PURCHASE MODULAR FURNITURE COMPONENTS REQUIRED FOR ADDITIONAL WORK STATIONS IN THE SECTION 8 DIVISION.

* *

WHEREAS, the responsibilities of the Section 8 Division has continued to grow for the past two years;

WHEREAS, a change in the organizational format was approved, which authorized additional staff personnel

WHEREAS, the Department has been unable to recruit new staff persons due to seating constraints;

WHEREAS, the work area has been redesigned to accommodate four additional persons at a cost not to exceed $10,000.00 for required component furniture;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to purchase modular furniture components at a cost not to exceed $10,000.00 in compliance with the Authority's Procurement policies and regulations.

2. This REsolution becomes effective immediately.

Approved as to form:

Geraldine L. Chavis
Legal Counsel

4/24/89
Date

Commissioner Fussell moved to adopt Resolution No. 3312 and Commissioner Lillian seconded the motion.

Resolution No. 3312 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION NO. 3313

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE A FILING SYSTEM REQUIRED TO PROVIDE ADEQUATE STORAGE IN THE SECTION 8 DIVISION.

* *

WHEREAS, the responsibilities of the Section 8 Division has continued to grow for the past two years;

WHEREAS, the number of Vouchers and Certificates have increased, which require additional storage;

WHEREAS, the work area has been assessed to provide for an adequate filing system at an estimated cost of approximately $11,000.00 for current and future demands;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to purchase a filing system at an estimated cost not to exceed $11,000.00, in compliance with the Authority's Procurement policies and regulations.

2. This Resolution becomes effective immediately.

Approved as to form:

Geraldine L. Chavis
Legal Counsel

Date

Commissioner Lillian moved to adopt Resolution No. 3313 and Commissioner Mason seconded the motion.

Resolution No. 3313 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of April 27, 1989 was adjourned at 5:36 p.m.

REVEREND HARRY CHUCK, President

WILLIAM WITTE, Acting
Secretary/Executiv Direc' or

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
MAY 12 1989
SAN FRANCISCO
PUBLIC LIBRARY

MAY 5, 1989

55
+
/89

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, MAY 11, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

Michael Kelly
FOR
WILLIAM WITTE
ACTING SECRETARY/EXECUTIVE DIRECTOR

WW/edm

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, MAY 11, 1989
4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

DOCUMENTS DEPT.
MAY 12 1989
SAN FRANCISCO
PUBLIC LIBRARY

1. ROLL CALL:

   Reverend Harry Chuck, President
   Lewis Lillian, Vice President
   James G. Fussell, Jr., Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Reverend James E. Goode, Commissioner
   Helen Mason, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

    (a) Resolution - Authorizing and Directing Certain Actions with Respect to the Issuance of Tax-Exempt Revenue Bonds to Refinance the Construction Center in San Francisco.

    (b) Resolution - Authorizing an Amendment to a Contract with the California Energy Investment Corporation (CEIC) for the Purchase of Solar Energy at 491-31st Avenue, 3850-18th Street, 363 Noe Street, 951 Eddy Street, 939 Eddy Street, 1760 Bush Street and 2698 California Street.

    (c) Resolution - Declaring Block #5843 A Section of Alemany Development As Surplus

11. NEW BUSINESS:

    (a) Resolution - Authorizing the Executive Director to Enter into a Contract for the Repair of Fire Damaged Vacant Unit at 2 Cameron Way at CAL 1-18(4), Alice Griffith, Contract #100-89-0002.

(b) Resolution - Authorizing the Executive Director to Enter into a Contract for the Removal of Asbestos Containing Material from Boilers at Holly Courts, CAL 1-1; Bernal Dwellings, CAL 1-5; and Yerba Buena Plaza East, CAL 1-18(2).

(c) Resolution - For Approval of Change Order G-6 at CAL 1-30, 345 Hermann Street The Complete Rehabilitation.

(d) Resolution - For Approval of Change Order G-7 at CAL 1-30, 345 Hermann Street The Complete Rehabilitation.

12. ADJOURNMENT:

Michael Kelly for

WILLIAM WITTE, Acting
Secretary/Executive Director

WW/edm

SF
H65
#3
5/11/89

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, May 11, 1989

Minutes

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, May 11, 1989 at 4:00 p.m.

1. ROLL CALL:

President Chuck called the meeting to order at 4:08 p.m.

Roll call found the following members to be:

PRESENT: Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

DOCUMENTS DEPT.
MAY 24 1989
SAN FRANCISCO
PUBLIC LIBRARY

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Ms. Jewel Green, Hunters View
Ms. Christine Neal, Alice Griffith
Ms. Cleola Richardson, PHTA
Ms. Alta Faye Scales, Alemany
Ms. Lela M. Smith, Westside Courts
Dr. E.C. Welbon, Bayview Hunters Point
Ms. Eva Mae Williams, Plaza East

3. APPROVAL OF AGENDA:

Commissioner Lillian moved to approve the agenda of May 11, 1989 and Commissioner Fussell seconded the motion. The agenda of May 11, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Fussell moved to approve the minutes of April 27, 1989 and Commissioner Lillian seconded the motion. The minutes of April 27, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

Commissioner Lillian informed the Commission that the Site and Design Committee met and discussed Plaza West, Alemany and 345 Hermann Street.

Commissioner Fussell informed the Commission that the Finance Committee met and discussed issuing bonds under SFHA bonding authority. Counsel informed the Commission of amendments to the resolution regarding the issuing of bonds that appears on today's agenda.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson presented the Tenant Representative Report.

10. UNFINISHED BUSINESS:

(a) RESOLUTION NO. 3314

RESOLUTION AUTHORIZING AND DIRECTING
CERTAIN ACTIONS WITH RESPECT TO
THE ISSUANCE OF TAX-EXEMPT REVENUE BONDS
TO REFINANCE THE CONSTRUCTION CENTER IN SAN FRANCISCO

* *

WHEREAS, the City and County of San Francisco (the "City") now faces a crisis in the providing of safe, decent and sanitary housing to homeless persons, to the elderly and to the disabled within the City; and

WHEREAS, Senior Assisted Living Incorporated, a California corporation ("Senior Assisted Living"), has proposed a program to the Housing Authority on behalf of the City for the acquisition, conversion and operation of certain existing facilities within the City to provide such housing (the "Program"); and

WHEREAS, Senior Assisted Living proposes to commence the Program with the acquisition and conversion of a facility currently known as "The Construction Center," located at 205 13th Street, San Francisco, California, which will thereafter be operated as and for a housing facility for the elderly and disabled (the "Project"); and

WHEREAS, Senior Assisted Living plans to sell the completed Project to a non profit corporation qualified under Section 501(c)(3) if the Internal Revenue Code of 1986 (a "Qualified Corporation"), which is presently contemplated to be GUARDIAN FOUNDATION, a California non profit corporation ("GUARDIAN"), or its assigns; and

WHEREAS, in order to induce GUARDIAN, or assigns, to acquire, convert and operate the Project for the benefit of the citizens of the City, the Housing Authority desires to serve as the conduit for the issuance of tax-exempt revenue bonds (the "Bonds") for the Project, when and as requested by GUARDIAN, or assigns, and pursuant to Chapter 1 of Part 2

of Division 24 of the California Health and Safety Code, as amended, or other applicable laws, in an aggregate principal amount of not to exceed $15,500,000;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Housing Authority hereby declares its present intention to issue Bonds on behalf of GUARDIAN, or assigns (which assigns must be a Qualified Corporation), to finance the acquisition of the Project for the purpose of providing housing to low-income, elderly persons in the aggregate principal amount of not to exceed $15,500,000, all in accordance with the California Health and Safety Code and other requirements of law. This resolution does not constitute formal endorsement of this project. The Housing Authority shall be under no obligation to issue such bonds and shall incur no liability in the event bonds are not insured for any reason;

2. The Bonds shall not constitute a pledge of the faith and credit of the City or the Housing Authority, and neither the City nor the Housing Authority shall be liable to make any appropriations for repayment of the Bonds. The Bonds shall constitute a limited obligation of the Housing Authority payable solely out of the revenues or other sources provided for in the legal documents authorizing the issuance of the Bonds.

3. The Housing Authority will not consider the issuance of bonds for this project unless and until the developer in consultation with the Mayor's Office and the Planning Department conducts a duly noticed community meetings in the affected neighborhoods regarding the project.

4. The Secretary of the Housing Authority shall certify to the passage of this resolution by the Board of Commissioners of the Housing Authority of the City and County of San Francisco.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

_____
Date

Commissioner Fussell moved to adopt this resolution and Commissioner Lillian seconded the motion.

Commissioner Boileau moved to table this resolution and Commissioner Mason seconded the motion.

A roll call vote on the motion to table this resolution was as follows:

Commissioner Lillian	NO
Commissioner Fussell	NO
Commissioner McNamara	NO
Commissioner Boileau	YES
Commissioner Goode	NO
Commissioner Mason	YES

The motion to table this resolution FAILED.

A roll call vote on the motion to adopt Resolution No. 3314 was as follows:

Commissioner Lillian	YES
Commissioner Fussell	YES
Commissioner McNamara	YES
Commissioner Boileau	NO
Commissioner Goode	YES
Commissioner Mason	NO

Resolution No. 3314 as amended was ADOPTED with two (2) NO votes.

(b) RESOLUTION NO. 3315

RESOLUTION AUTHORIZING AN AMENDMENT TO A CONTRACT WITH THE CALIFORNIA ENERGY INVESTMENT CORPORATION (CEIC) FOR THE PURCHASE OF SOLAR ENERGY AT 491-31ST AVENUE, 3850-18TH STREET, 363 NOE STREET, 951 EDDY STREET, 939 EDDY STREET, 1760 BUSH STREET AND 2698 CALIFORNIA STREET

* *

WHEREAS, in 1983, the Authority entered into an agreement with the California Energy Investment Corporation (CEIC) for the purchase of solar energy from solar systems installed at seven Authority buildings; and

WHEREAS, these agreements will expire this year; and

WHEREAS, CEIC has agreed to lower the cost of the energy sold to the Authority from a 10% discount of the prevailing PG&E rate to a 20% discount of the prevailing PG&E rate and has also agreed to remove and reinstall solar equipment at CEIC's expense to accommodate any future re-roofing work, as conditions of a new fifteen year extension of the agreement; and

WHEREAS, these new conditions are in the interest of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Acting Executive Director is authorized to execute an amendment to the existing contract with the California Energy Investment Corporation extending the term of the agreement an additional fifteen years and reflecting improved conditions for the Authority.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

_____
Date

Commissioner Fussell moved to adopt Resolution No. 3315 and Commissioner Mason seconded the motion.

Resolution No. 3315 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION

RESOLUTION DECLARING BLOCK NO. 5843
A SECTION OF ALEMANY DEVELOPMENTS AS SURPLUS

* *

WHEREAS, the San Francisco Housing Authority has completed plans and specifications for the comprehensive modernization of Alemany under the CIAP program; and

WHEREAS, the CIAP plans and specifications do not include the use of approximately 10,000 square feet of land located at the Northeast section of the Alemany developments (see Exhibit A); and

WHEREAS, this area which is referred to as Block No. 5843 is currently not being utilized; and

WHEREAS, the Block No. 5843 has little value for future housing development and incurs costs to the Authority to maintain;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The subject portion of land be declared as surplus and the Acting Executive Director be authorized to take all necessary steps to pursue the disposal of this property at a fair market value pursuant to federal and state law and regulations.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

_____
Date

Commissioner Lillian moved to table this Resolution indefinately and Commissioner Goode seconded the motion.

The motion was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3316

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT FOR THE REPAIR OF FIRE DAMAGED VACANT UNITS AT 2 CAMERON WAY AT CAL 1-18(4), ALICE GRIFFITH, CONTRACT #100-89-0002

* *

WHEREAS, funding has been allocated from the operating budget to perform the general repairs of the fire damaged vacant units at 2 Cameron Way, at CAL 1-18(4), Alice Griffith Low Income Housing Project; and

WHEREAS, the Authority advertised for bids and received a single bid for this project as follows:

1. Agbayani Construction Company $ 9,692.25

WHEREAS, the Authority has evaluated the bid and determined the bidder, Agbayani Construction Company, to be a responsible contractor having the technical capacity and ability to perform successfully under the terms and conditions of the contract; and

WHEREAS, all additional relevant documents submitted by Agbayani Construction Company have been reviewed and found to be in order; and

WHEREAS, the bidder's price is within the budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to award the contract to the single bidder, Agbayani Construction Company, considered as an emergency in the amount of $9,692.25.

2. The Executive Director will do everything proper to expedite this line item to completion.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

_____
Date

Commissioner Lillian moved to adopt Resolution No. 3316 and Commissioner McNamara seconded the motion.

Resolution No. 3316 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3317

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT FOR THE REMOVAL OF ASBESTOS-CONTAINING MATERIAL FROM BOILERS AT HOLLY COURTS, CAL 1-1; BERNAL DWELLINGS, CAL 1-5 AND YERBA BUENA PLAZA EAST, CAL 1-18(2)

* *

WHEREAS, funding has been allocated from the 1988 Comprehensive Improvement Assistance Program budget for the removal of asbestos-containing materials from boilers and pipe insulation, tank and exhaust lagging in boiler rooms at Holly Courts, Bernal Dwellings and Yerba Buena Plaza East low income housing projects; and

WHEREAS, the Authority advertised for bids and received eight (8) bids for this effort as follows:

1.	ACS: Asbestos Hazard Management, Inc.	$ 81,400.00
2.	Esparza Construction	116,200.00
3.	P.W. Stephens Construction, Inc.	128,759.00
4.	Excel Environmental	132,136.00
5.	Asbestos Technician	155,090.00
6.	Quality Asbestos Control, Inc.	164,587.00
7.	AC and S Insulation Service	238,720.00
8.	APC Contractors	269,132.00

WHEREAS, the Authority has evaluated the bid and determined the low bidder, ACS: Asbestos Hazard Management, Inc. to be a responsible contractor having the technical capacity and ability to perform successfully under the terms and conditions of the contract; and

WHEREAS, all additional relevant documents submitted by ACS: Asbestos Hazard Management, Inc. have been reviewed and found to be in order; and

WHEREAS, the bidders price is within the allocated budget and has been determined to be fair and reasonable;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to award the contract to the low bidder, ACS: Asbestos Hazard Management, Inc. in the amount of $81,400.00 for the removal of boiler system asbestos-containing material at Holly Courts, Bernal Dwellings and Yerba Buena Plaza East.

2. The Executive Director will do everything proper to expedite this line item to completion.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

_____
Date

Commissioner Lillian moved to adopt Resolution No. 3317 and Commissioner Goode seconded the motion.

Resolution No. 3317 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION

RESOLUTION FOR APPROVAL OF CHANGE ORDER G-6
AT CAL 1-30, 345 HERMANN STREET
THE COMPLETE REHABILITATION

* *

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority," entered in a construction contract with ANGOTTI & REILLY, INC./T.E. JOO, J.V. for the construction of THE COMPLETE REHABILITATION at CAL 1-30, 345 Hermann Street on August 9, 1988; and

WHEREAS, the Authority wishes to add the scope of work described by Change Order G-6 to this contract; and

WHEREAS, the Authority staff has reviewed the proposed cost and found the same to be fair and reasonable; and

WHEREAS, funds in the amount of said Change Order is available in CIAP Budget CA 1-914, as revised;

NOW, THEREFORE, BE IT RESOLVE BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Order G-6 in the amount of $5,494.06 to Angotti & Reilly/T.E. Joo, J.V. is approved.

2. The Executive Director is authorized to execute said Change Order and Proceed Order.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

_____
Date

Commissioner Goode moved to table this resolution indefinately and Commissioner Mason seconded the motion.

The motion was UNANIMOUSLY ADOPTED.

(d) RESOLUTION

RESOLUTION FOR APPROVAL OF CHANGE ORDER G-7
AT CAL 1-30, 345 HERMANN STREET
THE COMPLETE REHABILITATION

* *

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority," entered in a construction contract with ANGOTTI & REILLY, INC./T.E. JOO, J.V. for the construction of THE COMPLETE REHABILITATION at CAL 1-30, 345 Hermann Street on August 9, 1988; and

WHEREAS, the Authority wishes to add the scope of work described by Change Order G-7 to this contract; and

WHEREAS, the Authority staff has reviewed the proposed cost and found the same to be fair and reasonable; and

WHEREAS, funds in the amount of said Change Order is available in CIAP Budget CA 1-914, as revised;

NOW, THEREFORE, BE IT RESOLVE BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Order G-7 in the amount of $12,600.00 to Angotti & Reilly/T.E. Joo, J.V. is approved.

2. The Executive Director is authorized to execute said Change Order and Proceed Order.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

_____
Date

Commissioner Goode moved to table this resolution indefinately and Commissioner Mason seconded the motion.

The motion was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of May 11, 1989 was adjourned at 5:28 p.m.

REVEREND HARRY CHUCK, President

DAVID GILMORE, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
MAY 24 1989
SAN FRANCISCO
PUBLIC LIBRARY

May 22, 1989

PUBLIC NOTICE

THE ANNUAL MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, MAY 25, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

IMMEDIATELY FOLLOWING THE ELECTION OF OFFICERS, AT APPROXIMATELY 4:15 P.M., THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY WILL COMMENCE.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

DG/edm

F
65
1
25/89

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, MAY 25, 1989
4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * *

1. ROLL CALL:

   Reverend Harry Chuck, President
   Lewis Lillian, Vice President
   James G. Fussell, Jr., Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Reverend James E. Goode, Commissioner
   Helen Mason, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

DOCUMENTS DEPT.
MAY 24 1989
SAN FRANCISCO
PUBLIC LIBRARY

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Approving the Operating Budget for the Period October 1, 1989 to September 30, 1990 covering Low Income Projects under Contract SF-255.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

DG/edm

THE ANNUAL MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, MAY 25, 1989
4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * * *

1. ROLL CALL:

Reverend Harry Chuck, President
Lewis Lillian, Vice President
James G. Fussell, Jr., Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Reverend James E. Goode, Commissioner
Helen Mason, Commissioner

2. ELECTION OF OFFICERS:

3. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

DG/edm

DOCUMENTS DEPT.
MAY 24 1989
SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO HOUSING AUTHORITY

May 25, 1989

The minutes for this meeting are missing

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.

JUN 7 1989

SAN FRANCISCO
PUBLIC LIBRARY

JUNE 5, 1989

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, JUNE 8, 1989, IN THE COMMISSION ROOM AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

DG/edm

F
65
1
3/89

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, JUNE 8, 1989
4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

1. ROLL CALL:

Lewis Lillian, President
Reverend James E. Goode, Vice President
James G. Fussell, Jr., Commissioner
Reverend Harry Chuck, Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Helen Mason, Commissioner

DOCUMENTS DEPT.
JUN 7 1989
SAN FRANCISCO
PUBLIC LIBRARY

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Authorizing the Executive Director to Enter into a Contract for, and Execute a Purchase Order to provide Moving and Storage Services to the residents of the Alemany Housing Development during and after the Completion of its Renovation.

12. ADJORNMENT:

DAVID GILMORE
Secretary/Executive Director

DG/edm

SAN FRANCISCO HOUSING AUTHORITY

June 8, 1989

The minutes for this meeting are missing

55
4
/89

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
JUN 23 1989
SAN FRANCISCO
PUBLIC LIBRARY

JUNE 19, 1989

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, JUNE 22, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

DG/edm

SAN FRANCISCO HOUSING AUTHORITY

June 22, 1989

The agenda and minutes for this meeting are missing

SAN FRANCISCO HOUSING AUTHORITY

July 13, 1989

The agenda and minutes for this meeting are missing

SAN FRANCISCO HOUSING AUTHORITY

July 27, 1989

The agenda for this meeting is missing

SF
H65
#3
7/27/89

DOCUMENTS DEPT.
AUG 14 1989
SAN FRANCISCO
PUBLIC LIBRARY

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, July 27, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, July 27, 1989 at 4:00 p.m.

1. ROLL CALL:

Vice President Goode called the meeting to order at 4:08 p.m.

Roll call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner
Helen Mason, Commissioner
William A. Witte, Commissioner

A quorum was present.

ABSENT: Reverend James E. Goode, Vice President
James McNamara, Commissioner
Robert J. Boileau, Commissioner

ALSO PRESENT: David Gilmore, Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Denise Adams
E. Boda
Phuong Jennings, Alice Griffith
Jeri Maxwell
J. Mumphrey
Christine Neal, Alice Griffith
Doris Stewart
Ace Washington, WAPAC
Carlene Williams, Valencia Gardens
Eva Mae Williams, Plaza East

3. APPROVAL OF AGENDA:

Commissioner Chuck moved to approve the agenda and Commissioner Witte seconded the motion. The agenda of July 27, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Witte moved to approve the minutes of July 13, 1989 and Commissioner Chuck seconded the motion. The minutes of July 13, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

Mr. Gilmore informed the Commission that the Authority received from the Office of the Mayor a certified copy of the oath of office signed by William A. Witte accepting his appointment as Commissioner of the San Francisco Housing Authority. Mr. Gilmore requested that a member of the Commission move that the documents be accepted as filed. Commissioner Mason moved to accept the documents and Commissioner Chuck seconded the motion. The motion was UNANIMOUSLY ADOPTED. Commissioner Lillian congratulated and welcomed Commissioner Witte to the Commission

Mr. Robert Marquis of Marquis and Associates presented the California Council of the American Institute of Architects Award for the Rosa Parks rehabilitation effort.

Mr. Gilmore requested that the Commission hear a presentation by members of the Vacancy Task Force.

The Vacancy Task Force is chaired by Shelby Campbell, Housing Management. Its other members include: Alex Chanco, Maintenance Operations; Russ Franceschi, Maintenance Operations; Evelyn Gayfield, Maintenance Operations; Herb Lum, Finance; Morris Richardson, Housing Management; Raenette Sanders, Housing Management; and Zanella Williams, Housing Management.

7. COMMITTEE REPORT:

Commissioner Witte informed the Commission that the Finance Committee met prior to this meeting to discuss resolutions on agenda.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

Ms. Chavis requested an Executive Session for the discussion of personnel matters, labor negotiations and pending litigation. Executive Session is authorized under Government Code Section 54957 for personnel matters, Government Code Section 54957.6 for labor negotiations and Government Code Section 54956.9 for pending litigation.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson, PHTA President, presented the Tenant Representative Report.

(a) RESOLUTION NO. 3330

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO ENTER INTO A CONTRACTUAL AGREEMENT
FOR THE PROCUREMENT OF VACANT UNIT RESTORATION
AT THE FOLLOWING DEVELOPMENTS:
HUNTERS POINT, WESTBROOK, HUNTERS VIEW & ALICE GRIFFITH

WHEREAS, the Authority wishes to restore vacant units damaged by vandalism and/or fire at the following targeted sites: Hunters Point, Westbrook, Hunters View and Alice Griffith; and

WHEREAS, forty (40) units from these sites requiring major restoration have been identified; and

WHEREAS, Contractors may be required to restore additional vandalized/ fire units consistent with available funds; and

WHEREAS, the Authority solicited proposals from qualified contractors in open and full competition as well as, publicized the Request for Proposals in the San Francisco Minority/Women Business Development Program Registry in order to avail minority and women owned businesses of this opportunity; and

WHEREAS, proposals from seven (7) offerors were received and evaluated in accordance with the published evaluation criteria; and

WHEREAS, a review committee determined that Agbayani Construction Co. and European Home Design were the most responsible offerors whose proposals are the most advantageous to the Authority based upon lowest quality costs, a more thorough understanding of the work required, an ability to respond to service calls, accepting units within 24 hours, qualifications and credentials and work experience required to accommodate the Authority's needs; and

WHEREAS, funding for the procurement of vacant unit restoration services is available from the operating budget of the Authority for Fiscal Year 1988 - 1989.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for and enter into contractual agreement with Agbayani Construction Co. for the procurement of Vacant Unit Restoration services at Westbrook and Hunters Point for the remainder of Fiscal Year 1988 - 1989 in an amount not to exceed one hundred thousand dollars ($100,000.00).

2. The Executive Director is authorized to execute a purchase order for and enter into contractual agreement with European Home Design for the procurement of Vacant Unit Restoration services at Alice Griffith and Hunters View for the remainder of Fiscal Year 1988 - 1989 in an amount not to exceed one hundred thousand dollars ($100,000.00).

3. This resolution shall become effective immediately.

Commissioner Chuck moved to take Resolution No. 3330 from the table and Commissioner Witte seconded the motion.

Commissioner Mason moved to adopt Resolution No. 3330 and Commissioner Witte seconded the motion.

Resolution No. 3330 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3331

RESOLUTION APPROVING THE FINAL APPLICATION TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR FISCAL YEAR 1989 COMPREHENSIVE IMPROVEMENT ASSISTANCE PROGRAM FUNDS (AT VARIOUS DEVELOPMENTS)

WHEREAS, the Department of Housing and Urban Development has invited this Authority to submit an Application for Fiscal Year 1989 Comprehensive Improvement Assistance Program Funds in the amount of $7,521,000; and

WHEREAS, based on the management and modernization needs of the Authority and in conformance with the requirements and regulations of the Department of Housing and Urban Development's Comprehensive Improvement Assistance Program, these funds should be applied to the following items;

1. Provide additional funding for the comprehensive rehabilitation of the Alemany development;

2. Provide first stage planning funding for the comprehensive rehabilitation of the Sunnydale development;

3. Provide emergency funding for the following:

   a. The removal of asbestos from Westbrook Apartments, Hunters Point A and Hunters View.

   b. The removal of an underground tank at Ping Yuen North.

   c. Correct mildew problems at Holly Courts, Valencia Gardens, Westside Courts, Mission Dolores and Sunnydale.

4. Provide management improvements for the following:

   a. For the reorganization of the Authority's maintenance and management operations.

   b. For the creation of an internal auditing unit.

   c. For the development of a new comprehensive plan.

   d. To expand anti-drug activities at targeted Authority properties.

5. Provide Special Purpose funding to repair vacant units at Westbrook Apartments, Hunters Point A, Hunters View, Alice Griffith and Valencia Gardens.

WHEREAS, the San Francisco Housing Authority will comply with all policies, procedures and requirements prescribed by HUD for the modernization, including implementation of the modernization in a timely, efficient and economical manner and handling of ongoing management costs consistent with HUD requirements; and

WHEREAS, the modernization program can not be funded from current operating funds; and

WHEREAS, the proposed physical work meets the Modernization Standards of the Department of Housing and Urban Development; and

WHEREAS, the San Francisco Housing Authority has complied with HUD tenant consultant requirements; and

WHEREAS, the San Francisco Housing Authority shall comply with all applicable HUD civil rights requirements; and

WHEREAS, the San Francisco Housing Authority has adopted the goal of awarding at least 20 percent of the dollar value of the total of the modernization contracts, to be awarded during the subsequent Federal Fiscal Year, to minority business enterprises; and

WHEREAS, the San Francisco Housing Authority has complied with all HUD environmental requirements; and

WHEREAS, the projects proposed for Modernization are not located in an identified special flood hazard area; and

WHEREAS, the family developments included in this application will be tested for the presence of lead based paint and, if found, will be appropriately addressed; and

WHEREAS, the modernization effort will comply with Department of Housing and Urban Development requirements for the physically handicapped; and

WHEREAS, the San Francisco Housing Authority will ensure non-discrimination in the selection of tenants to be rehoused, determination of which tenants require temporary and permanent rehousing, assignment of tenants within the Authority, and provision of assistance to tenants being rehoused, should and such rehousing be required as part of these modernization efforts; and

WHEREAS, the Department of Housing and Urban Development has conditioned their final approval of this Application on the Authority's compliance with the following special requirements:

1. That the Authority submit evidence that the court judgement entered in the action of the National Services, Inc. v. the San Francisco Housing Authority will be paid in a manner acceptable to HUD.

2. That the Authority maximize the use of all available funding for vacant unit rehabilitation.

3. That the findings of the recent HUD Coordinated Review and Maintenance Operations Review be satisfactorily resolved.

4. That a reasonable plan be developed and submitted to HUD for the correction of the chronic mildew problem at five developments.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

1. That the San Francisco Housing Authority Commission formally approve this Final Application for 1989 Comprehensive Improvement Assistance Program Funding.

2. That the Executive Director be and the same is authorized to apply to the Department of HUD for the necessary funding to accomplish the above described improvements to the Holly Courts, Sunnydale, Valencia Gardens, Westside Courts, Westbrook Apartments, Alemany, Hunters Point A, Hunters View, Alice Griffith, Ping Yuen North and Woodside Gardens developments.

3. That the Authority will comply with the special requirements established by HUD as a condition of their approval of this Final Application.

4. That upon approval of the application for funding by the Department of Housing and Urban Development, the Executive Director be and the same hereby is authorized to take all necessary steps to implement the approved program.

5. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

7/14/89
Date

Commissioner Chuck moved to adopt Resolution No. 3331 and Commissioner Witte seconded the motion.

Resolution No. 3331 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3332

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO ENTER INTO A CONTRACT FOR THE REPAIR OR REPLACEMENT
OF MISCELLANEOUS PLUMBING ITEMS AT
CAL 1-30, 345 HERMANN STREET
CONTRACT #100-89-0016

WHEREAS, funding has been allocated from the CIAP fund CA 1-914 to repair or replace miscellaneous plumbing items and fixtures at CAL 1-30 345 Hermann Street; and

WHEREAS, on July 5, 1989, this Authority advertised to received bid proposals for this work. Five bids were received and opened on July 20, 1989 as follows:

1.	Alart Mechanical Contractor	$ 14,739.00
2.	Bay Area Mechanical Contr.	$ 15,966.00
3.	Al Norman Plumbing	$ 19,020.00
4.	P.F.W. Associates, Inc.	$ 28,466.00
5.	N. V. Heathorn, Inc.	$ 37,525.00

WHEREAS, the Authority has evaluated the bids and determined the low bidder, Alart Mechanical Contractor, to be a responsible contractor having the technical capacity and ability to perform successfully under the terms and conditions of the contract; and

WHEREAS, the contractor has been advised to submit all additional relevant documents prior to award of contract; and

WHEREAS, the bidders price is within the budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to award the contract to the low bidder Alart Mechanical Contractor in the amount of $14,739.00

2. The Executive Director will do everything proper to expedite this line item to completion.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

7/21/89
Date

Commissioner Chuck moved to adopt Resolution No. 3332 and Commissioner Witted seconded the motion.

Resolution No. 3332 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3333

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO ENTER INTO A CONTRACT FOR THE
HEATING PLANT REHABILITATION AND ASBESTOS REMOVAL
AT CAL 1-30, 345 HERMANN STREET AND
CAL 1-31, 25 SANCHEZ STREET
CONTRACT #100-89-0017

WHEREAS, funding has been allocated from the C. I. A. F. Fund CH 1-916 to perform the general repairs of the Heating System at CAL 1-30, 345 Hermann Street and CAL 1-31, 25 Sanchez Street; and

WHEREAS, the Authority advertised for bids and received a single bid for this project as follows:

1.	Alart Mechanical Contractors	CAL 1-30	$ 54,600.00
		CAL 1-31	$101,000.00
		Total	$155,600.00

WHEREAS, the Authority has evaluated the bid and determined the bidder Alart Mechanical Contractor to be a responsible contractor having the technical capacity and ability to perform successfully under the terms and conditions of the contract: and

WHEREAS, the low bidder has been requested to submit all additional documents prior to award of the contract: and

WHEREAS, the bidder price is within the budget:

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director, is hereby authorized to award the contract subject to HUD approval to the single bidder Alart Mechanical Contractor in the amount of $155,600.00.

2. The Executive Director will do everything proper to expedite this line item to completion.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

1/24/89
Date

ow/mbg/resolu

Commissioner Chuck moved to adopt Resolution No. 3333 and Commissioner Witte seconded the motion.

Resolution No. 3333 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3334

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO EXECUTE A CONTRACT AGREEMENT BETWEEN THE
SAN FRANCISCO HOUSING AUTHORITY AND
WOODWARD CLYDE CONSULTANTS
TO ADDRESS EROSION PROBLEMS AT
CAL 1-9, WESTBROOK APARTMENTS

This resolution cancels the award of this contract to SEC Engineers, Inc. per original resolution #3267, dated 1-12-89, as the Consultant could not comply with the Authority's insurance requirements.

The Authority advertised on March 21, 1989 for letter of interest for the subject services and the following Consultants submitted their proposal.

1. Woodward Clyde Consultants
2. MAA Engineering Consulting, Inc.
3. Roger Foot Associates, Inc.
4. Peter Culley and Associates
5. Trans Pacific Geotechnical Consultants, Inc.

WHEREAS, Woodward Clyde Consultants has agreed to provide the services for the final phase of this work for a not to exceed total fee of $24,900.00; and

WHEREAS, the Authority has evaluated the Consultant's proposal for the final phase to perform engineering services on erosion problems at Westbrook apartments. The proposal is responsive and complied with the qualifications required to perform this work; and

WHEREAS, funding is available from HUD from C.I.A.P. fund CA 1-916 for this engineering work;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The resolution 3267 dated January 12, 1989 authorizing the execution of a contract with SEC Engineers to address erosion problems at CAL 1-9, Westbrook Apartments be should be rescinded.

2. That the Secretary/Executive Director is authorized to execute an agreement with Woodward Clyde Consultants to perform engineering services on erosion problems at CAL 1-9, Westbrook Apartments for a not to exceed fee of $24,900.00.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

7/24/89
Date

Commissioner Mason moved to adopt Resolution No. 3334 and Commissioner Chuck seconded the motion.

Resolution No. 3334 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3335

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACTUAL AGREEMENT WITH SAAGAN MOVING AND STORAGE TO PROVIDE MOVING AND STORAGE SERVICES FOR THE PERSONAL EFFECTS AND OTHER BELONGINGS OF TENANTS EVICTED FROM AUTHORITY HOUSING UNITS FOR THE REMAINDER OF FISCAL YEAR 1988-89

WHEREAS, in order to maintain proper and effective administration over the Authority's daily operations, moving and storage services for evicted units must be secured; and

WHEREAS, the Authority has canceled the contract with Scott & Scott Moving and Storage for these services effective August 1, 1989 due to nonperformance; and

WHEREAS, these services must be secured expeditiously in order to service the Authority's eviction schedule on a timely basis, and Saagan Moving and Storage was the lowest, responsive, responsible bidder during the most recent solicitation of bids for these services; and

WHEREAS, the Authority wishes to extend through the end of the current fiscal year a contract with the following selected vendor:

Saagan Moving and Storage Co. - Labor, materials, equipment and vehicles for the moving and storage of the personal effects and other belongings of tenants subsequent to their eviction from, or abandonment of, Authority housing units.

WHEREAS, funding for the services detailed above is available from the operating budget of the Authority for Fiscal Year 1988 - 1989.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT.

1. The Executive Director is authorized to enter into a contractual agreement with, and execute a purchase order for Saagan Moving and Storage Co. in the not to exceed amount of $30,000.00 for moving and storage of personal effects and other belongings of tenants evicted from, or abandoning, Authority housing units.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

7/20/89
Date

Commissioner Mason moved to adopt Resolution No. 3335 and Commissioner Chuck seconded the motion.

Resolution No. 3335 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 3336

RESOLUTION APPROVING THE OPERATING BUDGET
REVISION NO. 1 FOR THE PERIOD OF
OCTOBER 1, 1988 THROUGH SEPTEMBER 30, 1989
COVERING LOW-INCOME PROJECTS UNDER CONTRACT SF-255

WHEREAS, on April 28, 1988, the Commission by Resolution No. 3133 adopted the Low Income Housing Program Operating Budget for the fiscal period of October 1, 1988 to September 30, 1989; and

WHEREAS, there is attached hereto and marked Exhibit "A", the Budget in summary form for the Low Income Housing Program Operating Budget Revision # 1 for the period of October 1, 1988 through September 30, 1989; and

WHEREAS, the Commission has reviewed the aforementioned budget and determines that the proposed expenditures are necessary in efficient and economical operation of the Housing Authority for the purpose of serving low income families and the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for federal funding in excess of that payable under the provisions of the current Performance Funding System regulations and that all proposed rental charges and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the requirements of Section 9 (b) of the U.S. Housing Act and of Section 960.407 of 24 CFR Part 960 in that the aggregate annual gross rent of families residing in dwelling units for the fiscal year beginning October 1, 1988 will not be less than that amount equal to 30% of the sum of the "Family Income"; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with the annual income reexaminations requirements and that rents have been or will be adjusted in accordance with 24 CFR Part 913;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1.) That the budget marked "Exhibit A" attached hereto is hereby approved for submission to HUD Regional Office.

2.) This Resolution is effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis, Legal Counsel

Date: 7/21/89

Commissioner Chuck moved to adopt Resolution No. 3336 and Commissioner Mason seconded the motion.

Resolution No. 3336 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3337

RESOLUTION AUTHORIZING SETTLEMENT IN THE CASE OF FERNANDO OCASIO ET AL. V. HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO ET AL. (CIVIL ACTION NO. C-86-4568-EFL)

WHEREAS, there is presently pending in the United States District Court for the Northern District of California, one action which is known as Fernando Ocasio et al. v. Housing Authority of the City and County of San Francisco et al., Civil Action No. C-86-4568-EFL; and

WHEREAS, to avoid further protracted litigation and to facilitate the resolution of the matter in controversy the plaintiffs in the action, Fernando Ocasio, Carmen Ocasio, Maria Ocasio, Carmen Annette Ocasio, Jose Alvarado, Yolanda Alvarado and Jose Alvarado, Jr. (Plaintiffs) and the defendant, the Housing Authority of the City and County of San Francisco (the Authority) have proposed a settlement agreement; and

WHEREAS, it is recognized that it would cost the Authority a substantial sum of money and amount of staff time to continue the defense of this litigation through trial; and

WHEREAS, substantial legal fees and staff time could be saved by entering into a Stipulation for Entry of Judgment and Settlement Agreement; and

WHEREAS, representatives of the Authority have negotiated in good faith a Settlement Agreement with Plaintiffs which amounts to a fair and reasonable resolution of the issues of the lawsuit except attorney's fees; and

WHEREAS, by entering into the Settlement Agreement, Defendant would in no way admit that any of the claims of the lawsuit are valid and would specifically declare that said Settlement Agreement is not to be construed as an admission of any liability, wrongdoing or failure on the part of the Defendant;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority hereby authorizes David Gilmore, Executive Director, and its attorneys, to enter into a Settlement Agreement with Plaintiffs in the United States District Court for the Northern District of California Civil Action No. C-86-4568-EFL for the amount of $15,000.00.

2. Said amount and said settlement agreement do not include any amount for attorney's fees or any acknowledgement or admission of liability for same.

APPROVED AS TO FORM:

GERALDINE L. CHAVIS
Legal Counsel

7/24/89
Dated

Commissioner Mason moved to adopt Resolution No. 3337 and Commissioner Chuck seconded the motion.

Resolution No. 3337 was ADOPTED with one NO vote from Commissioner Chuck.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of July 27, 1989 was adjourned at 6:05 p.m.

LEWIS LILLIAN, President

DAVID GILMORE, Secretary and
Executive Director

F
65
4
0/89

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
AUG 14 1989
SAN FRANCISCO
PUBLIC LIBRARY

AUGUST 7, 1989

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, AUGUST 10, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

DG/edm

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, AUGUST 10, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

F
65
1
0/89

TENTATIVE AGENDA

DOCUMENTS DEPT.
AUG 14 1989
SAN FRANCISCO
PUBLIC LIBRARY

1. ROLL CALL:

   Lewis Lillian, President
   Reverend James E. Goode, Vice President
   Reverend Harry Chuck, Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Helen Mason, Commissioner
   William A. Witte, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Authorizing Commendation to Mr. Coleman Dirrane on the Occasion of his Retirement.

    (b) Resolution - Authorizing the Submission of Application for Section 8 Housing Vouchers and for Authority to Execute the Annual Contributions Contract (if such Application is Approved).

    (c) Resolution - Authorizing the Submission of Application for Section 8 Existing Housing Certificates and for Authority to Execute the Annual Contributions Contract (if such Application is Approved).

    (d) Resolution - Approving the Preliminary 1990 Community Development Program for the San Francisco Housing Authority and Authorizing the Preparation and Submittal of the Application to the Mayor's Office of Community Development.

11. NEW BUSINESS: (cont'd)

(e) Resolution - Authorizing the Executive Director to Execute Purchase Orders to Increase the Encumbrances for Services and Appliances for the Remainder of Fiscal Year 1988-89.

(f) Resolution - Authorizing the Executive Director to Enter into a Consulting Services Contract with OKM Associates.

(g) Resolution - Authorizing the Award of a Contract between the San Francisco Housing Authority and Dow Builders for the Construction of 203 new Apartments at the Yerba Buena Plaza West Development, CAL 1-43, Contract #050-89-0004.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

DG/edm

CF
465
13
10/89

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, August 10, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, August 10, 1989 at 4:00 p.m.

1. ROLL CALL:

President Lillian called the meeting to order at 4:11 p.m.

Roll call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend James E. Goode, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Helen Mason, Commissioner
William A. Witte, Commissioner

DOCUMENTS DEPT.
AUG 31 1989
SAN FRANCISCO
PUBLIC LIBRARY

A quorum was present.

ABSENT: James McNamara, Commissioner

ALSO PRESENT: David Gilmore, Executive Director
Geraldine L. Chavis, Legal Counsel

2. VISITORS:

Denise Adams, Hayes Valley
Rev. Tim Dupre, Booker T. Washington/Plaza West
Baizillia Ellis, Potrero Terrace
Randall Evans, WACCO
Lefty Gordon, Ella Hill Hutch/Plaza West
Carolyn Marshall, Potrero Terrace/Annex
Zubeida Mohsin
Katherine Nash, Rainbow/Plaza West
Margaret A. Verges
Ace Washington, WAPAC

3. APPROVAL OF AGENDA:

Commissioner Chuck moved to approve the agenda and Commissioner Witte seconded the motion. The agenda of August 10, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Goode moved to amend the minutes of July 27, 1989 to show that President Lillian called the meeting to order and Commissioner Witte seconded the motion. The minutes of July 27, 1989 as amended were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson, PHTA President, presented the Tenant Representative Report.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3338

RESOLUTION AUTHORIZING
COMMENDATION TO MR. COLEMAN DIRRANE
ON THE OCCASION OF HIS RETIREMENT

WHEREAS, Mr. Coleman Dirrane was hired by the San Francisco Housing Authority on May 23, 1960; and

WHEREAS, Mr. Dirrane is retiring on August 18, 1989 after twenty-nine years of service with the Housing Authority; and

WHEREAS, Mr. Dirrane has served as a Laborer in the Maintenance Operations Division; and

WHEREAS, during his career in public housing, Mr. Dirrane has gained the respect of the Commission of this Authority, the staff and his fellow employees for his loyalty, efficiency and dedicated service; and

WHEREAS, the San Francisco Housing Authority extends its appreciation to Mr. Dirrane for his conscientiousness in the performance of his duties;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, acting on its behalf and for the staff of this Authority, deems it proper and fitting that it hereby extends to Mr. Coleman Dirrane its deepest appreciation for these valued services and its best wishes for a happy retirement.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3338 and Commissioner Witte seconded the motion

Resolution No. 3338 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3339

RESOLUTION AUTHORIZING THE SUBMISSION OF
APPLICATION FOR SECTION 8 HOUSING VOUCHERS
AND FOR AUTHORITY TO EXECUTE THE
ANNUAL CONTRIBUTIONS CONTRACT
(IF SUCH APPLICATION IS APPROVED)

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on July 18, 1989, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for approximately 40 Housing Vouchers which will provide assistance to homeless families and individuals; and

WHEREAS, the authority to submit an application for these funds and the authority to execute the Annual Contributions Contract by the Executive Director of the San Francisco Housing Authority, must be approved by the Board of Commissioners;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of the Section 8 Housing Voucher Program application for the homeless and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract, if such application is approved.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3339 and Commissioner Chuck seconded the motion.

Resolution No. 3339 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3340

RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR SECTION 8 EXISTING HOUSING CERTIFICATES AND FOR AUTHORITY TO EXECUTE THE ANNUAL CONTRIBUTIONS CONTRACT (IF SUCH APPLICATION IS APPROVED)

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and
WHEREAS, on June 30, 1989, the Department of Housing and Urban Development (HUD) invited the San Francisco Housing Authority to submit an application for approximately 200 Housing Certificates to be used for the Operation Bootstrap Program; and

WHEREAS, the authority to submit an application for these funds and the authority to execute the Annual Contributions Contract by the Executive Director of the San Francisco Housing Authority must be approved by the Board of Commissioners;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approves the submission of the Section 8 Housing Existing Housing Certification Program application for Operation Bootstrap and authorizes the Executive Director of the San Francisco Housing Authority to execute the Annual Contributions Contract, if such application is approved.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3340 and Commissioner Witte seconded the motion.

Resolution No. 3340 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3341

RESOLUTION APPROVING THE PRELIMINARY 1990 COMMUNITY DEVELOPMENT PROGRAM FOR THE SAN FRANCISCO HOUSING AUTHORITY AND AUTHORIZING THE PREPARATION AND SUBMITTAL OF THE APPLICATION TO THE MAYOR'S OFFICE OF COMMUNITY DEVELOPMENT

WHEREAS, the Community Development Program for San Francisco contains a program activity entitled "Rehabilitation of Public Housing"; and

WHEREAS, the San Francisco Housing Authority has applied for funds since the inception of the Community Development Program for the rehabilitation of its existing housing stock; and

WHEREAS, the Community Development Program allocations have been successfully utilized in improving the San Francisco Housing Projects;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The attached summary of the 1990 Community Development Program is hereby approved.

2. The Executive Director of this Authority be, and hereby authorized to forward said program in as many counterparts as may be required together with certified copies of this resolution to the Mayor's Office of Community Development.

3. Furthermore, the Executive Director of this Authority be and is hereby directed to do all things necessary and proper to pursue the implementation of the 1990 Community Development Program.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3341 and Commissioner Chuck seconded the motion.

Resolution No. 3341 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3342

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS TO INCREASE THE ENCUMBRANCES FOR SERVICES AND APPLIANCES FOR THE REMAINDER OF FISCAL YEAR 1988-89

WHEREAS, in order for the Authority to operate and maintain its facilities and equipment in a cost effective and financially prudent manner, the services of selected vendors must be secured as follows:

California Energy Investment Corp. -- Provision for the extension of solar energy services for Authority properties.

Demakas Plumbing and Heating -- Provision for the extension of services to include labor, materials, equipment and vehicles to perform boiler and heating system maintenance throughout Authority properties.

Golden Gate Disposal -- Provision for the extension of garbage disposal services.

Montgomery Elevator Company -- Provision for the extension of services to include labor, parts, materials and equipment for the routine and preventive maintenance of elevators in Authority housing developments.

Pacific Bell -- Provision for the extension of telephone services in offices throughout Authority properties.

Pacific Gas & Electric -- Provision for the extension of electric and gas services for Authority properties.

Sanitary Land Fill -- Provision for dumping costs at disposal site.

Sears Contract Sales -- Provision for the extension of the purchase, delivery and hook-up of refrigerators and gas ranges in Senior and Family units.

WHEREAS, such services are necessary for the daily operation of the Authority, and thus, funds must be extended to cover the cost of these services for the remainder of the current fiscal year; and

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's revised operating budget for Fiscal Year 1988-89;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders to extend funding for the services detailed above in amounts not to exceed the following:

California Energy Investment Corp.	$ 18,000.00
Demakas Plumbing and Heating	$ 70,000.00
Golden Gate Disposal	$ 30,500.00
Montgomery Elevator Company	$ 40,000.00
Pacific Bell	$ 24,000.00
Pacific Gas & Electric	$215,.000.00
Sanitary Land Fill	$ 25,000.00
Sears Contract Sales	$120,000.00

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3342 and Commissioner Witte seconded the motion.

Resolution No. 3342 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 3343

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONSULTING SERVICES CONTRACT WITH OKM ASSOCIATES

WHEREAS, the Housing Authority of the City and County of San Francisco (the Housing Authority) desires to conduct a review and assessment of various of its operational functions; and

WHEREAS, the Executive Director has indicated a need for qualified outside technical and professional assistance in making this objective; and

WHEREAS, the Housing Authority desires to utilize the services of recognized experts in the field of public housing management and finance; and

WHEREAS, OKM Associates, a national consulting group, is experienced in the management of administration of public housing authorities and has successfully performed consulting contracts with public housing authorities throughout the country with the approval of the Department of Housing and Urban Development;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to engage the services of OKM Associates, a consulting firm with headquarters in Boston, MA, from time to time and at the discretion of the Executive Director to evaluate various operational functions of the Housing Authority and make recommendations, where necessary, for a remedial action plan.

2. The cost of such services shall be billed at OKM's adjusted HUD-audited fully loaded hourly rates which are:

Jeffrey K. Lines, Principal Partner	$94.00
Other Partner Participation	$94.00
Senior Analyst	$47.58

3. The cost of services authorized by this resolution shall not, in the aggregate, exceed fifty thousand dollars ($50,000.00).

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3343 and Commissioner Chuck seconded the motion.

Resolution No. 3343 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3344

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND DOW BUILDERS FOR THE CONSTRUCTION OF 203 NEW APARTMENTS AT THE YERBA BUENA PLAZA DEVELOPMENT, CAL 1-43 (CONTRACT #050-89-0004)

WHEREAS, the Authority has determined that the existing high-rise apartments at the Yerba Buena Plaza West complex should be replaced with new low-rise apartments; and

WHEREAS, the removal of the existing buildings at the Yerba Buena Plaza West site is proceeding to allow the construction of the new apartments; and
WHEREAS, the Authority publicly advertised for bids for these new apartments; and

WHEREAS, on June 29, 1989 the Authority received the following four bids, which were publicly opened and read aloud:

1.	Dow Builders	$17,969,000.00
2.	S.J. Amoroso Construction	$18,158,780.00
3.	Perini Corporation	$19,130,000.00
4.	Cahill Contractors, Inc.	$20,899,000.00

WHEREAS, the Authority has evaluated the bids and determined the low bidder to be a responsible contractor having the technical capacity and ability to perform successfully under the terms and conditions of the contract; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, sufficient funding is available from Department of Housing and Urban Development development funds, City and County of San Francisco funds and Authority funds to construct these apartments; and

WHEREAS, the Department of Housing and Urban Development must concur with this contract award before a contract for this work can be executed;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Secretary/Executive Director is authorized and directed to execute a contract with Dow Builders for

the amount of $17,969,000 to construct 203 new apartments at Yerba Buena Plaza West, CAL 1-43.

2. This resolution becomes effective upon HUD's concurrence with this contract award.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3344 and Commissioner Mason seconded the motion.

There was discussion of this issue including a statement made by Ms. Margaret Verges on behalf of Mr. Robert Spear.

Commissioner Witte moved to call for vote and Commissioner Mason seconded the motion.

Resolution No. 3344 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

It was announced that the regular meeting scheduled for Thursday, August 24, 1989 has been cancelled and re-scheduled for 4:00 p.m. on Thursday, August 31, 1989.

There being no further business to come before the Commission, the meeting of August 10, 1989 was adjourned at 5:30 p.m.

_____
LEWIS LILLIAN, President

_____
DAVID GILMORE, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
AUG 31 1989
SAN FRANCISCO
PUBLIC LIBRARY

AUGUST 28, 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, AUGUST 31, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

DG/edm

F
65
1
1/89

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, AUGUST 31, 1989
4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

1. ROLL CALL:

   Lewis Lillian, President
   Reverend James E. Goode, Vice President
   Reverend Harry Chuck, Commissioner
   James McNamara, Commissioner
   Robert J. Boileau, Commissioner
   Helen Mason, Commissioner
   William A. Witte, Commissioner

DOCUMENTS DEPT.
AUG 31 1989
SAN FRANCISCO
PUBLIC LIBRARY

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Presentation by Ms. K. Deborah Morrison, Director of Resident Services, of Drug Intervention Update

    (b) Presentation by Mr. Eric Shipiro, Office of the Mayor, of the Mayor's Homeless Master Plan

    (c) Resolution - Authorizing the Executive Director to Enter into an Inspection Service Contract to Comply with City Code Requirements for the CAL 1-18(2), Yerba Buena Plaza West, Demolition Contract (Contract No. 050-89-0024)

12. ADJOURNMENT:

    Meeting to be adjourned in memory of Joseph Mazzola.

DAVID GILMORE
Secretary/Executive Director

DG/edm

SF
H65
#3
8/31/89

DOCUMENTS DEPT.
SEP 14 1989
SAN FRANCISCO
PUBLIC LIBRARY

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, August 31, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, August 31, 1989 at 4:02 p.m.

1. ROLL CALL:

Vice President Goode called the meeting to order at 4:00 p.m.

Roll call found the following members to be:

PRESENT: Reverend James E. Goode, Vice President
Reverend Harry Chuck, Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Helen Mason, Commissioner
William A. Witte, Commissioner (entered meeting at 4:30 p.m.)

A quorum was present.

ABSENT: Lewis Lillian, President

ALSO PRESENT: David Gilmore, Executive Director
Patricia Hall, Assistant Legal Counsel

2. VISITORS:

Jan Allen
Arthur Andrews
Ross Beard, OMI & Head Street Block Assoc.
Cynthia Blackman, Head/Randolph St.
Dreamer Cooks, Hayes Valley
Princella Freeman
Sandra Holma, Head/Randolph St.
Mary Lou McAlister, Valencia Gardens
Roxie McCormick, Sunnydale
Valeria Smyly, Head Street Block Club
Doris Stewart
Gustavo Velez, Head St.
Minnie Ward, Head Street Block Club
Ace Washington, WAPAC
Eva Mae Williams, Plaza East
Ruby Windom

3. APPROVAL OF AGENDA:

Commissioner McNamara moved to approve the agenda and Commissioner Mason seconded the motion. The agenda of August 31, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Chuck moved to approve the minutes of August 10, 1989 and Commissioner Witte seconded the motion. The minutes of August 10, 1989 as amended were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

Mr. Eric Shipiro of the Mayor's Office presented to the Commission the Mayor's Homeless Master Plan.

Ms. K. Deborah Morrison, Resident Services Director, presented to the Commission a Drug Intervention Update.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson, PHTA President, presented the Tenant Representative Report.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3345

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO ENTER INTO A INSPECTION SERVICE CONTRACT
IN COMPLIANCE WITH CITY CODE REQUIREMENTS FOR THE
CAL 1-18(2), YERBA BUENA PLAZA WEST, DEMOLITION CONTRACT
(CONTRACT #050-89-0024)

WHEREAS, special inspection services are mandatory to comply with city code requirements for the demolition of the existing structures at CAL 1-18(2), Yerba Buena Plaza West Housing Project; and

WHEREAS, a solicitation was conducted to locate a qualified inspection firm which had appropriate experience to supervise the demolition of these buildings; and

WHEREAS, William Tucker Associates, Inc. was the only firm that was both available and had the appropriate experience for the work; and

WHEREAS, the consultants' qualifications were evaluated and found to be responsible having the technical know how, license and ability to perform successfully the inspection services under the terms and conditions of the contract; and

WHEREAS, all relevant documents submitted by the consultant have been reviewed and found to be in order; and

WHEREAS, funding is available in the Authority's CA-1-912 CIAP Budget to provide these required inspection services; and

WHEREAS, this Authority retained the services of William Tucker Associates, Inc. on an emergency basis on August 18, 1989 to coincide with the start of the demolition contract;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award and extend the service inspection contract to William Tucker Associates, Inc. through the duration of the demolition contract. The total value of this contract, including the interim agreement for $4,900.00, is not to exceed $25,000.00.

2. The Executive Director will do everything proper to expedite this line item to completion.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3345 and Commissioner McNamara seconded the motion.

Resolution No. 3345 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of August 31, 1989 was adjourned at 6:30 p.m.

_____
LEWIS LILLIAN, President

_____
DAVID GILMORE, Secretary and
Executive Director

65
/89

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
SEP 14 1989
SAN FRANCISCO
PUBLIC LIBRARY

SEPTEMBER 11, 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, SEPTEMBER 14, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

DG/edm

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, SEPTEMBER 14, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

65
1
4/89

TENTATIVE AGENDA

1. ROLL CALL:

Lewis Lillian, President
Reverend James E. Goode, Vice President
Reverend Harry Chuck, Commissioner
James McNamara, Commissioner
Robert J. Boileau, Commissioner
Helen Mason, Commissioner
William A. Witte, Commissioner

DOCUMENTS DEPT.
SEP 14 1989
SAN FRANCISCO
PUBLIC LIBRARY

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Approving Write-Off of Vacated Tenant Accounts Receivable.

(b) Resolution - For Approval of Change Order G-28 for Electrical Upgrade Work at CAL 1-3, Sunnydale Apartments.

(c) Resolution - Approving Installation of Card-Key System at 345 Hermann Street.

(d) Resolution - Authorizing David Gilmore Travel to the Annual Meeting of the Council of Large Public Housing Authorities in Minneapolis/St. Paul, Minnesota on September 20-22, 1989 and the National Convention of NAHRO in Seattle, Washington on October 15-18, 1989.

(e) Resolution - Authorizing the Payment of Moving Expenses for the Newly Appointed Deputy Executive Director of Management Operations, Ms. Karen Moone.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

DG/edm

SF
H65
#3
9/14/89

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, September 14, 1989

Minutes

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, September 14, 1989 at 4:00 p.m.

1. ROLL CALL:

Vice President Goode called the meeting to order at 4:07 p.m.

Roll call found the following members to be:

PRESENT: Lewis Lillian, President (entered meeting at 4:10 p.m.)
Reverend James E. Goode, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Helen Mason, Commissioner
William A. Witte, Commissioner (entered meeting at 4:20 p.m.)

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Patricia Hall, Assistant Legal Counsel

2. VISITORS:

Jan Allen, Clementina
J. Benjamin
Dreamer Cooks, Hayes Valley
Randall Evans, WACCO
Princelli Freeman
Jewel Green
Henrietta Jordan
Zakiyyah Mahasin, Sunnydale
Roxie McCormick, Sunnydale
Christine Neal, Alice Griffith
Marguerite Redmond
Linda Robinson
Alta Faye Scales, Alemany
Robert Speer, PADS
Brenda Stringer, Sunnydale Tenants Assoc.
Ace Washington

DOCUMENTS DEPT.
SEP 26 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

Commissioner Boileau moved to approve the agenda and Commissioner Goode seconded the motion. The agenda of September 14, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Boileau moved to approve the minutes of August 31, 1989 and Commissioner Chuck seconded the motion. The minutes of August 31, 1989 as amended were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

Mr. Gilmore informed the Commission that the Mayor's Office has received and accepted Commissioner James McNamara's resignation due to health reasons.

Mr. Gilmore also informed the Commission that HUD has awarded close to $8 million in CIAP funding for the coming fiscal year.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson, PHTA President, presented the Tenant Representative Report.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3345

RESOLUTION APPROVING WRITE-OFF OF
VACATED TENANT ACCOUNTS RECEIVABLE

WHEREAS, HUD Handbook 7511.1, Chapter 11, Section 1, details procedures relative to the write-offs of Tenant Accounts Receivable; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write off vacated accounts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The vacated accounts are approved for write-off as follows:

   For the fourth quarter of FY 1988-89 Debit Balances $111,342.28.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3345 and Commissioner Witte seconded the motion.

Resolution No. 3345 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3346

RESOLUTION FOR APPROVAL OF CHANGE ORDER G-28 FOR ELECTRICAL UPGRADE WORK AT CAL 1-3, SUNNYDALE APARTMENTS

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority," entered in a construction contract with Abbett Electric Co., Inc. for the construction of Electrical Upgrade Work at CAL 1-3, Sunnydale Apartments, on August 28, 1987; and

WHEREAS, the Authority wishes to revise the work of contract as described by the proposed Change Order G-28 to this contract; and

WHEREAS, the revised work is required in order to have the completed contract approved by the City; and

WHEREAS, the Authority staff has reviewed the proposed cost and believes acceptance of the same to be in the best interest of the Authority; and

WHEREAS, funds in the amount of said Change Order are available in CIAP Budget CA 1-912, as revised;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Order G-28 in the amount of $17,028.90 to Abbett Electric Co., Inc. is approved.

2. The Executive Director is authorized to execute said Change Order.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Witte moved to adopt Resolution No. 3346 and Commissioner Chuck seconded the motion.

Resolution No. 3346 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3347

RESOLUTION APPROVING INSTALLATION OF
CARD-KEY SYSTEM AT 345 HERMANN STREET

WHEREAS, the San Francisco Housing Authority Commission approved a card-key system for all senior buildings by Resolution No. 2884 at its regular meeting of October 23, 1986; and

WHEREAS, the 345 Hermann Street development was excluded due to a pending comprehensive rehabilitation program; and

WHEREAS, this rehabilitation program is about to be completed; and

WHEREAS, Card-Key Systems Company, Inc. has provided this Authority with a proposal to install a Card-Key System at 345 Hermann Street; and

WHEREAS, staff has evaluated the proposal and found it in conformance with Housing Authority standards; and

WHEREAS, there are funds available in the 709 Budget for this purpose;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to enter into a contract with Card-Key System Company, Inc. for the installation of a card-key system at 345 Hermann Street, as proposed, for an amount not to exceed $11,015.00.

2. The Executive Director shall do all things necessary and proper to expedite the implementation of this card-key system.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3347 and Commissioner Mason seconded the motion.

Resolution no. 3347 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3348

RESOLUTION AUTHORIZING DAVID GILMORE TRAVEL TO THE ANNUAL MEETING OF THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES IN MINNEAPOLIS/ST. PAUL, MINNESOTA ON SEPTEMBER 20-22, 1989 AND THE NATIONAL CONVENTION OF NAHRO IN SEATTLE, WASHINGTON ON OCTOBER 15-18, 1989

WHEREAS, the Council of Large Public Housing Authorities is holding its Annual Meeting in Minneapolis/St. Paul, Minnesota on September 20-22, 1989; and

WHEREAS, the National Association of Housing and Redevelopment Officials (NAHRO) is holding its National Convention in Seattle, Washington on October 15-18, 1989; and

WHEREAS, the San Francisco Housing Authority is a member of the National Association of Housing and Redevelopment Officials and of the Council of Large Public Housing Authorities; and

WHEREAS, the workshops will deal in matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, this Authority deems that attendance by David Gilmore, Executive Director, at the aforementioned meetings is important and essential to the Authority's conduct of its low-rent housing programs;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Mr. David Gilmore, Executive Director, be authorized to travel to Minneapolis/St. Paul, Minnesota, September 20-22, 1989 and to Seattle, Washington, October 15-18, 1989 for the purpose of attending the aforementioned annual meeting and national convention.

2. Travel is to be in conformance with the rules and regulations of the travel policy of this Authority.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Witte moved to adopt Resolution No. 3348 and Commissioner Chuck seconded the motion.

Resolution No. 3348 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3349

RESOLUTION AUTHORIZING THE PAYMENT OF MOVING EXPENSES FOR THE NEWLY APPOINTED DEPUTY EXECUTIVE DIRECTOR OF MANAGEMENT OPERATIONS, MS. KAREN MOONE

WHEREAS, Ms. Karen Moone has been appointed Deputy Executive Director of Management Operations of the San Francisco Housing Authority; and

WHEREAS, it has become necessary that she move from Houston, Texas to San Francisco and identify permanent housing; and

WHEREAS, the expenditure for the relocation will not exceed $8,000.00;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director of this Authority is authorized to spend an amount not to exceed $8,000.00 for all related expenses.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3349 and Commissioner Witte seconded the motion.

Resolution No. 3349 was ADOPTED with one (1) NO vote from Commissioner Boileau.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of September 14, 1989 was adjourned at 5:43 p.m.

LEWIS LILLIAN, President

DAVID GILMORE, Secretary and
Executive Director

REVEREND JAMES E. CHOATE, VICE PRESIDENT

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
SEP 26 1989
SAN FRANCISCO
PUBLIC LIBRARY

SEPTEMBER 25, 1989

SF
165
4
28/89

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, SEPTEMBER 28, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

DG/edm

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, SEPTEMBER 28, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

F
65
1
28/89

TENTATIVE AGENDA

1. ROLL CALL:

   Lewis Lillian, President
   Reverend James E. Goode, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Helen Mason, Commissioner
   William A. Witte, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

DOCUMENTS DEPT.
SEP 26 1989
SAN FRANCISCO
PUBLIC LIBRARY

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Commending Commissioner James McNamara for Services to the San Francisco Housing Authority.

    (b) Resolution - Approving Development Project Grant to Consolidated Annual Contributions Contract No. SF-255 and Authorizing Its Execution.

    (c) Resolution - Authorizing the Implementation of the Fiscal Year 1989-90 Administrative Compensation Structure.

    (d) Resolution - Authorizing Approval of Proceed Orders for Emergency Work Related to the Installation of Fire Sprinkler Central Signaling System at Project CAL 1-5, Bernal Dwellings and Project CAL 1-18(7), Hayes Valley, Sites A, B and C.

    (e) Resolution - Authorizing the Executive Director to Purchase Necessary Files and Materials to Convert the Section 8 Division Tenants' Files to the New File System.

11. NEW BUSINESS: (cont'd)

(f) Resolution - Authorizing the Executive Director to Enter into a Contract Agreement for Electrical Engineering Services with Mazzetti and Associates to Upgrade Lighting at Hunters View, CAL 1-18(3) and 666 Ellis Street, CAL 1-28.

(g) Resolution - Authorizing the Award of a Contract between the San Francisco Housing Authority and Ultrex Corporation for the Complete Rehabilitation of the Alemany Low-Income Housing Project, CAL 1-16, in San Francisco, CA (Contract #050-89-0002).

(h) Resolution - Authorizing the Executive Director to Amend the Contract with Harding Lawson Associates to Include the Removal of an Underground Tank at Ping Yuen North, CAL 1-18(6).

(i) Resolution - Authorizing the Executive Director to Enter into a Contractual Agreement with Schindler Elevator Corp. for Elevator Maintenance Services Beginning in FY 1989-90.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

DG/edm

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, SEPTEMBER 28, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

65
1
8/89

REVISED TENTATIVE AGENDA

1. ROLL CALL:

   Lewis Lillian, President
   Reverend James E. Goode, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Helen Mason, Commissioner
   William A. Witte, Commissioner

DOCUMENTS DEPT.
SEP 27 1989
SAN FRANCISCO
PUBLIC LIBRARY

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Commending Commissioner James McNamara for Services to the San Francisco Housing Authority.

    (b) Resolution - Approving Development Project Grant to Consolidated Annual Contributions Contract No. SF-255 and Authorizing Its Execution.

    (c) Resolution - Authorizing the Implementation of the Fiscal Year 1989-90 Administrative Compensation Structure.

    (d) Resolution - Authorizing Approval of Proceed Orders for Emergency Work Related to the Installation of Fire Sprinkler Central Signaling System at Project CAL 1-5, Bernal Dwellings and Project CAL 1-18(7), Hayes Valley, Sites A, B and C.

    (e) Resolution - Authorizing the Executive Director to Purchase Necessary Files and Materials to Convert the Section 8 Division Tenants' Files to the New File System.

11. NEW BUSINESS: (cont'd)

(f) Resolution - Authorizing the Executive Director to Enter into a Contract Agreement for Electrical Engineering Services with Mazzetti and Associates to Upgrade Lighting at Hunters View, CAL 1-18(3) and 666 Ellis Street, CAL 1-28.

(g) Resolution - Authorizing the Award of a Contract between the San Francisco Housing Authority and Ultrex Corporation for the Complete Rehabilitation of the Alemany Low-Income Housing Project, CAL 1-16, in San Francisco, CA (Contract #050-89-0002).

(h) Resolution - Authorizing the Executive Director to Amend the Contract with Harding Lawson Associates to Include the Removal of an Underground Tank at Ping Yuen North, CAL 1-18(6).

(i) Resolution - Authorizing the Executive Director to Enter into a Contractual Agreement with Schindler Elevator Corp. for Elevator Maintenance Services Beginning in FY 1989-90.

(j) Resolution - Authorizing the Executive Director to Enter into a Contract with the Ella Hill Hutch Community Center for the Administration of this Authority's Affirmative Action Plan, Tenant & Commmunity Hiring Program and the MBE/WBE/LBE Requirements for the Robert B. Pitts Consttuction Project and Similar Construction Programs.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

DG/edm

SF
H65
#3
9/28/89

DOCUMENTS DEPT.
OCT 12 1989
SAN FRANCISCO
PUBLIC LIBRARY

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, September 28, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, September 28, 1989 at 4:00 p.m.

1. ROLL CALL:

President Lillian called the meeting to order at 4:12 p.m.

Roll call found the following members to be:

PRESENT: Lewis Lillian, President
Helen Mason, Commissioner
William A. Witte, Commissioner

There was not a quorum present.

ABSENT: Reverend James E. Goode, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

President Lillian informed the audience that a quorum was not present and that the Commission would not conduct business but that visitors would be allowed to speak and various reports could be received.

2. VISITORS:

Jan Allen, Clementina
Arthur Andrews
Dreamer Cooks, Hayes Valley
Randall Evans, WACCO
Dolores Fields
Katy Hootsell, Westside
Roxie McCormick, Sunnydale
Robert Speer, PADS
Elmer Thompson, 350 Ellis Street
Margaret Verges, PAACN
Ace Washington
Dr. Eddie C. Welbon, United Ministers Evangelistic Assoc.
Eva Mae Williams, Plaza East/West
Linda Williams, Dreammakers
Malcolm Williams, WAPAC

3. APPROVAL OF AGENDA:

None.

4. APPROVAL OF MINUTES:

None.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

None.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

None.

12. ADJOURNMENT:

President Lillian called a special meeting of the Commission for 5:00 p.m. on Monday, October 2, 1989 to transact the business that could not be acted on due to lack of quorum. The meeting of September 28, 1989 was adjourned at 6:38 p.m.

LEWIS LILLIAN, President

David Gilmore

DAVID GILMORE, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
OCT 2 1989
SAN FRANCISCO
PUBLIC LIBRARY

SEPTEMBER 29, 1989

PUBLIC NOTICE

A SPECIAL SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 5:00 P.M., MONDAY, OCTOBER 2, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

THE REGULAR SCHEDULED MEETING HELD ON THURSDAY, SEPTEMBER 28, 1989 WAS ADJOURNED TO MONDAY, OCTOBER 2, 1989 DUE TO LACK OF QUORUM.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

DG/edm

A SPECIAL MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON MONDAY, OCTOBER 2, 1989 5:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

F
65
1
2/89

TENTATIVE AGENDA

DOCUMENTS DEPT.
OCT 2 1989
SAN FRANCISCO
PUBLIC LIBRARY

1. ROLL CALL:

   Lewis Lillian, President
   Reverend James E. Goode, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Helen Mason, Commissioner
   William A. Witte, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Commending Commissioner James McNamara for Services to the San Francisco Housing Authority.

    (b) Resolution - Approving Development Project Grant to Consolidated Annual Contributions Contract No. SF-255 and Authorizing Its Execution.

    (c) Resolution - Authorizing the Implementation of the Fiscal Year 1989-90 Administrative Compensation Structure.

    (d) Resolution - Authorizing Approval of Proceed Orders for Emergency Work Related to the Installation of Fire Sprinkler Central Signaling System at Project CAL 1-5, Bernal Dwellings and Project CAL 1-18(7), Hayes Valley, Sites A, B and C.

    (e) Resolution - Authorizing the Executive Director to Purchase Necessary Files and Materials to Convert the Section 8 Division Tenants' Files to the New File System.

11. NEW BUSINESS: (cont'd)

(f) Resolution - Authorizing the Executive Director to Enter into a Contract Agreement for Electrical Engineering Services with Mazzetti and Associates to Upgrade Lighting at Hunters View, CAL 1-18(3) and 666 Ellis Street, CAL 1-28.

(g) Resolution - Authorizing the Award of a Contract between the San Francisco Housing Authority and Ultrex Corporation for the Complete Rehabilitation of the Alemany Low-Income Housing Project, CAL 1-16, in San Francisco, CA (Contract #050-89-0002).

(h) Resolution - Authorizing the Executive Director to Amend the Contract with Harding Lawson Associates to Include the Removal of an Underground Tank at Ping Yuen North, CAL 1-18(6).

(i) Resolution - Authorizing the Executive Director to Enter into a Contractual Agreement with Schindler Elevator Corp. for Elevator Maintenance Services Beginning in FY 1989-90.

(j) Resolution - Authorizing the Executive Director to Enter into a Contract with the Ella Hill Hutch Community Center for the Administration of this Authority's Affirmative Action Plan, Tenant & Commmunity Hiring Program and the MBE/WBE/LBE Requirements for the Robert B. Pitts Consttuction Project and Similar Construction Programs.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

DG/edm

SF
H65
#3
10/2/89
Special

DOCUMENTS DEPT.
SAN FRANCISCO
PUBLIC LIBRARY

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Special Meeting Held:
Thursday, October 2, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, October 2, 1989 at 4:00 p.m.

1. ROLL CALL:

President Lillian called the meeting to order at 4:12 p.m.

Roll call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend James E. Goode, Vice President
Reverend Harry Chuck, Commissioner
Helen Mason, Commissioner (arrived to meeting at 6:00 p.m.)
William A. Witte, Commissioner

A quorum was present.

ABSENT: Robert J. Boileau, Commissioner

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Margaret Verges, PAACN
Ace Washington

3. APPROVAL OF AGENDA:

Commissioner Chuck moved to approve the agenda of October 2, 1989 and Commissioner Witte seconded the motion. The agenda of October 2, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Goode moved to approve the minutes of September 14, 1989 and Commissioner Chuck seconded the motion. The minutes of September 14, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson, President of Public Housing Tenants Association presented the Tenant Representative Report.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3350

RESOLUTION COMMENDING COMMISSIONER JAMES McNAMARA
FOR SERVICES TO THE SAN FRANCISCO HOUSING AUTHORITY

WHEREAS, Mr. James McNamara was appointed on June 12, 1985 by Mayor Dianne Feinstein to serve as a Commissioner of the San Francisco Housing Authority; and

WHEREAS, during his tenure as Commissioner he faithfully and diligently discharged his duties; and

WHEREAS, as a Commissioner of the San Francisco Housing Authority, Mr. McNamara expressed great concern for the well-being of the residents living in public housing in San Francisco; and

WHEREAS, Mr. McNamara has earned the abiding respect and affection of the Commission and the residents of this Authority for his loyalty to the principles of public service;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO deems it proper and fitting that it hereby extends to Mr. James McNamara its deepest appreciation for these valued services.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Witte moved to adopt Resolution No. 3350 and Commissioner Chuck seconded the motion.

Resolution No. 3350 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3351

RESOLUTION APPROVING DEVELOPMENT PROJECT GRANT
TO CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255
AND AUTHORIZING ITS EXECUTION

See attachment.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3351 and Commissioner Witte seconded the motion.

Resolution No. 3351 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3352

RESOLUTION AUTHORIZING THE IMPLEMENTATION OF THE
FY 1989-90 ADMINISTRATIVE COMPENSATION STRUCTURE

WHEREAS, Section 307 of the Annual Contributions Contract with the Department of Housing and Urban Development provides, in part, that the San Francisco Housing Authority "...shall adopt and comply with a statement of personnel policies comparable with pertinent local public practice. Such statement shall cover job titles and classifications, salary and wage rates for employees, etc...."; and

WHEREAS, the Administrative Services Division has revised the Administrative Compensation Structure, originally approved by the Commission on August 13, 1987 (Resolution No. 3051) to ensure its continued compliance with the requirements established by the Department of Housing and Urban Development; and

WHEREAS, the compensation structure has been reviewed and recommended by the Personnel Committee; and

WHEREAS, funds for the implementation of the compensation structure have been included in the FY 1989-90 operating budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to implement the compensation structure, as recommended by the Personnel Committee, for all administrative employees effective October 1, 1989.

2. This resolution will become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Witte moved to adopt Resolution No. 3352 and Commissioner Goode seconded the motion.

Resolution No. 3352 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3353

RESOLUTION AUTHORIZING APPROVAL OF PROCEED ORDERS FOR EMERGENCY WORK RELATED TO THE INSTALLATION OF FIRE SPRINKLER CENTRAL SIGNALING SYSTEM AT PROJECTS CAL 1-5, BERNAL DWELLINGS AND CAL 1-18(7), HAYES VALLEY, SITES A, B AND C

WHEREAS, the Housing Authority of the City and County of San Francisco, hereinafter called "the Authority," entered into a construction and monitoring contract with National Guardian Security Services Corporation Company for the installation of Fire Sprinkler Central Signaling and monitoring work at Projects CAL 1-5, Bernal Dwellings and CAL 1-18(7), Hayes Valley, Sites A, B and C, to comply with the requirements of the San Francisco Fire Department; and

WHEREAS, the existing fire sprinkler systems at these developments must be in full working order for such a monitoring system to operate properly; and

WHEREAS, the existing fire sprinkler systems have been found to be in disrepair and require improvements to become fully operational; and

WHEREAS, the contractor retained to install the fire sprinkler central signaling and monitoring system has agreed to identify and repair these problems by Proceed Orders for a price not to exceed $48,200.00; and

WHEREAS, the Authority staff has evaluated the proposal and found the same to be fair and reasonable; and

WHEREAS, funds in the amount of said Proceed Orders are available from the Authority's extra-ordinary maintenance budget and through the 1-913 CIAP Budget for this work;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Proceed Orders for the total amount of $48,200.00 be utilized on a not to exceed, time-and-material basis to repair the existing fire sprinkler system at Bernal Dwellings and Hayes Valley's three sites.

2. The Executive Director is authorized to execute said Proceed Orders.

3. This resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3353 and Commissioner Witte seconded the motion. Public discussion was heard by the Commission.

Resolution No. 3353 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3354

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE NECESSARY FILES AND MATERIALS TO CONVERT THE SECTION 8 DIVISION TENANT FILES TO THE NEW FILING SYSTEM

WHEREAS, the responsibilities of the Section 8 Division has continued to grow for the past two years; and

WHEREAS, the number of Vouchers and Certificates have increased, which require additional storage; and

WHEREAS, the purchase of a new filing system adopted by Resolution No. 3313 on April 27, 1989 was executed; and

WHEREAS, the tenant files and materials required to convert our old files to the new filing system referred to above has been assessed at an estimated cost of $12,000.00;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to purchase necessary files and materials at a cost not to exceed $12,000.00 in compliance with the Authority's procurement policies and regulations.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3354 and Commissioner Witte seconded the motion. Public discussion was heard by the Commission.

Resolution No. 3354 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 3355

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT AGREEMENT FOR ELECTRICAL ENGINEERING SERVICES WITH MAZZETTI AND ASSOCIATES TO UPGRADE LIGHTING AT HUNTERS VIEW, CAL 1-18(3) AND 666 ELLIS STREET, CAL 1-28

WHEREAS, 1989 Community Development Block Grant funds have been allocated to provide electrical engineering consulting service to improve exterior lighting at Hunters View, CAL 1-18(3) and interior public area lighting at 666 Ellis Street, CAL 1-28; and

WHEREAS, the Authority advertised for and received letters of interest from eight electrical engineering firms; and

WHEREAS, the Authority selection panel has evaluated these submissions and recommends the firm of Mazzetti and Associates as the most qualified competitor and responsible offeror and whose proposal will be most advantageous to the Authority to perform these electrical engineering services; and

WHEREAS, Mazzetti and Associates has proposed to accomplish this work for a not to exceed fee of $12,200; and

WHEREAS, the Authority has evaluated this proposal and found it fair and reasonable for the work involved;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Secretary/Executive Director is authorized to execute an electrical engineering consulting contract with Mazzetti and Associates to upgrade the lighting at Hunters View, CAL 1-18(3) and 666 Ellis Street, CAL 1-28, for a not to exceed fee of $12,200.

2. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3355 and Commissioner Goode seconded the motion.

Resolution No. 3355 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3356

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND ULTREX CORPORATION FOR THE COMPLETE REHABILITATION OF THE ALEMANY LOW INCOME HOUSING PROJECT, CAL 1-16, IN SAN FRANCISCO, CA (CONTRACT #050-89-0002)

WHEREAS, the Authority has determined that the existing apartments at the Alemany Housing complex should be completely rehabilitated; and

WHEREAS, to ensure that the most critical needs could be addressed, even if the bids were higher than anticipated, a series of additive and deductive alternate bid items were included in the bidding format; and

WHEREAS, the Authority publicly advertised for bids for the rehabilitation of the apartments; and

WHEREAS, on August 16, 1989 the Authority received the following bids including the selected alternate bid items 1, 3, 4, 5, 6 and 7 which were publicly opened and read aloud:

1.	Ultrex Corporation	$7,266,700
2.	S.J. Amoroso Construction Co., Inc.	$9,050,000

WHEREAS, the Authority has evaluated the bids and determined the low bidder to be a responsible contractor having the technical capacity and ability to perform successfully under the terms and conditions of the contract; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, sufficient funding is available from the Department of Housing and Urban Development Comprehensive Improvement Assistance Program funds to rehabilitate these apartments; and

WHEREAS, the Department of Housing and Urban Development must approve and concur with this contract award before a contract for this work can be executed;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized and directed to execute the contract with Ultrex Corporation for the amount of $7,266,700 to rehabilitate the Alemany Housing Project, CAL 1-16 in San Francisco, CA.

2. This Resolution becomes effective upon HUD's concurrence and approval.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3356 and Commissioner Goode seconded the motion. Public discussion was heard by the Commission.

Resolution No. 3356 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 3357

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND THE CONTRACT WITH HARDING LAWSON ASSOCIATES TO INCLUDE THE REMOVAL OF AN UNDERGROUND TANK AT PING YUEN NORTH, CAL 1-18(6)

WHEREAS, the Authority has requested 1989 CIAP funding to remove an abandoned underground tank at Ping Yuen North, CAL 1-18(6), to meet State law and to allow for the construction of the Bayside Elderly Housing Complex; and

WHEREAS, HUD has now authorized the Authority to proceed with this work; and

WHEREAS, the developer of the Bayside Elderly Housing Complex has informed the Authority that the tank must be removed immediately or that development's funding will be jeopardized; and

WHEREAS, the Authority has an existing consulting contract with Harding Lawson Associates to provide services related to underground tanks at three other locations; and

WHEREAS, Harding Lawson Associates successfully coordinated the removal of underground tanks for the City and County of San Francisco; and

WHEREAS, Harding Lawson Associates has proposed to provide engineering and inspection services and to arrange for the removal of the tank at Ping Yuen North for a not to exceed price of $13,400, which is within the funding available for this work; and

WHEREAS, the Executive Director has authorized Harding Lawson Associates to proceed with this work on an emergency basis to ensure that the Bayside Village development will not be adversely affected;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission confirms the Executive Director's action to amend the existing contract with Harding Lawson Associates on an emergency basis to include the engineering and removal of the tank at Ping Yuen North, CAL 1-18(6), for an amount not to exceed $13,400.

2. The Executive Director will do all things necessary and proper to expedite the implementation of this matter.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3357 and Commissioner Witte seconded the motion. Public discussion was heard by the Commission.

Resolution No. 3357 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 3358

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACTUAL AGREEMENT WITH SCHINDLER ELEVATOR CORP. FOR ELEVATOR MAINTENANCE SERVICES BEGINNING IN FY 1989-90

WHEREAS, the Authority is obligated to operate and maintain its elevator facilities and equipment in a cost effective and safe manner; and

WHEREAS, in order to procure the services of a contractor capable of maintaining such equipment within standards established by the Authority, proposals were accepted and reviewed from three potential contractors; and

WHEREAS, based on the evaluations of the proposals submitted Schindler Elevator Corp. was selected as the contractor most capable of performing the required tasks and, therefore, was the lowest, responsive, responsible party submitting a proposal for the work; and

WHEREAS, funding for the elevator maintenance services is included as part of the Authority's budget for FY 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a contractual agreement for elevator maintenance services with Schindler Elevator Corp. for a period not to exceed five (5) years.

2. The Executive Director is authorized to execute a purchase order for elevator maintenance services for FY 1989-90 in an amount not to exceed $350,000.00.

3. This Resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3358 and Commissioner Witte seconded the motion.

Resolution No. 3358 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION NO. 3359
(as amended)

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A CONTRACT WITH THE ELLA HILL HUTCH COMMUNITY CENTER FOR THE ADMINISTRATION OF THIS AUTHORITY'S AFFIRMATIVE ACTION PLAN, TENANT & COMMUNITY HIRING PROGRAM AND THE MBE/WBE/LBE REQUIREMENT FOR THE ROBERT B. PITTS CONSTRUCTION PROJECT AND SIMILAR CONSTRUCTION PROGRAMS

WHEREAS, the Commission of the Housing Authority of the City and County of San Francisco has awarded the construction contract for the Robert B. Pitts Development; and

WHEREAS, the Commission is desirous for the proper administration of its Affirmative Action Policies and implementation of MBE/WBE/LBE requirements and tenant hiring procedures, job training and placement in connection with this and other main connection activities; and

WHEREAS, the Ella Hill Hutch Community Center presented a proposal for administering the above mentioned program requirements; and

WHEREAS, staff has reviewed this proposal and found it to be in line with the Commission's desire; and

WHEREAS, these skills are not available within the San Francisco Housing Authority staff; and

WHEREAS, the Ella Hill Hutch Community Center enjoys a professional reputation in these trades and is respected in the Western Addition community;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized and directed to negotiate a contract for these services with the Ella Hill Hutch Community Center for an amount not to exceed $95,800.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3359 and Commissioner Mason seconded the motion. Public discussion was heard by the Commission.

Commissioner Witte moved to amend Resolution No. 3359 to read, "...authorizing the Executive Director to negotiate a contract with Ella Hill Hutch Community Center..." and Commissioner Chuck seconded the motion.

The motion to amend Resolution No. 3359 was UNANIMOUSLY APPROVED.

Resolution No. 3359 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission the meeting of October 2, 1989 was adjourned at 6:28 p.m.

_____
LEWIS LILLIAN, President

David Gilmore 1:36 p.
DAVID GILMORE, Secretary and
Executive Director

C
65
H
2/89

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
OCT 12 1989
SAN FRANCISCO
PUBLIC LIBRARY

OCTOBER 9, 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, OCTOBER 12, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

DG/edm

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, OCTOBER 12, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A

1. ROLL CALL:

   Lewis Lillian, President
   Reverend James E. Goode, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Helen Mason, Commissioner
   William A. Witte, Commissioner

2. VISITORS:

DOCUMENTS DEPT.
OCT 12 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Authorizing the Executive Director to Execute Purchase Orders for the Procurement of One Dump Truck, Eight Three-Quarter Ton Pickup Trucks, One Commercial Van and Five Spectrum Sedans for FY 1989-90.

    (b) Resolution - Authorizing the Executive Director to Execute Purchase Orders to Increase the Encumbrances for Services Rendered during FY 1988-89.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

DG/edm

CF
465
.3
10/12/89

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, October 12, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, October 12, 1989 at 4:00 p.m.

1. ROLL CALL:

President Lillian called the meeting to order at 4:06 p.m.

Roll call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend James E. Goode, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Helen Mason, Commissioner
William A. Witte, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Jan Allen, Clementina
Arthur Andrews
Bessie Crockett
Jewel Green
Jeri Maxwell
Mary Lou McAlister
Lela Smith
Robert L. Speer, PADS
Margaret Verges, PAACN
Ace Washington, WAPAC

DOCUMENTS DEPT.
NOV 8 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

Commissioner Goode moved to approve the agenda of October 12, 1989 and Commissioner Chuck seconded the motion. The agenda of October 12, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Boileau moved to approve the minutes of September 28, 1989 and October 2, 1989 and Commissioner Mason seconded the motion. The minutes of September 28, 1989 and October 2, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

None.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3360

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS FOR THE PROCUREMENT OF ONE DUMP TRUCK, EIGHT THREE-QUARTER TON PICKUP TRUCKS, ONE COMMERCIAL VAN AND FIVE SPECTRUM SEDANS FOR FISCAL YEAR 1989-90

WHEREAS, the Authority requires its employees to drive only company vehicles in the performance of their job duties; and

WHEREAS, the current inventory of fleet vehicles includes twenty-one (21) vehicles ten years old or older that require prohibitive expenditures to repair and maintain; and

WHEREAS, the Authority must procure the vehicles in order to adhere to its cyclical vehicle replacement schedule; and

WHEREAS, the Authority solicited bids from local dealers in open and full competition for the procurement of fifteen (15) vehicles; and

WHEREAS, Steward Chevrolet was the lowest, responsive, responsible bidder on five (5) Spectrum sedans; and

WHEREAS, Ellis Brooks Chevrolet was the lowest, responsive, responsible bidder on one (1) dump truck, one (1) commercial van and eight (8) pickup trucks; and

WHEREAS, funding for the procurement of two (2) Spectrum sedans is available from Section 8 administrative fees for Fiscal Year 1989-90 and funding for the procurement of three (3) Spectrum sedans, one (1) dump truck, one (1) commercial van and eight (8) pickup trucks was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order with Stewart Chevrolet for the procurement of five (5) Spectrum sedans in an amount not to exceed $48,300.00.

2. The Executive Director is authorized to execute a purchase order with Ellis Brooks Chevrolet for the procurement of one (1) dump truck, one (1) commercial van and eight (8) pickup trucks in an amount not to exceed $172,900.00.

3. This Resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3360 and Commissioner Goode seconded the motion.

Resolution No. 3360 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3361

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS TO INCREASE THE ENCUMBRANCES FOR SERVICES RENDERED DURING FISCAL YEAR 1988-89

WHEREAS, in order for the Authority to operate and maintain its facilities and equipment in a cost effective and financially prudent manner, the services of selected vendors were secured as follows:

California Energy Investment Corp. - Provision for the extension of solar energy services for Authority properties.

Demakas Plumbing and Heating - Provision for the extension of services to include labor, materials, equipment and vehicles to perform boiler and heating system maintenance throughout Authority properties.

Pacific Bell - Provision for the extension of telephone services in offices throughout Authority properties.

Pacific Gas & Electric - Provision for the extension of electric and gas services for Authority properties.

San Francisco Water Department - Provision for water and sewage services for Authority properties.

WHEREAS, the original encumbrances for these services were estimated amounts and that the amounts presented herein account for the difference between the estimated amounts and the actual expenses incurred for the fiscal year; and

WHEREAS, such services were necessary for the daily operation of the Authority, and thus, funds must be extended to cover the cost of the services rendered; and

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's revised operating budget for Fiscal Year 1988-89;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders to fund the services rendered, as detailed above, in amounts not to exceed the following:

California Energy Investment Corp.	$18,000.00
Demakas Plumbing & Heating	$35,000.00
Pacific Bell	$ 8,600.00
Pacific Gas & Electric	$14,000.00
San Francisco Water Department	$78,000.00

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3361 and Commissioner Witte seconded the motion.

Resolution No. 3361 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission the meeting of October 12, 1989 was adjourned at 5:52 p.m.

_____
LEWIS LILLIAN, President

_____
DAVID GILMORE, Secretary and
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

F
65
4
26/89

DOCUMENTS DEPT.
NOV 8 1989
SAN FRANCISCO
PUBLIC LIBRARY

OCTOBER 20, 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, OCTOBER 26, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

DG/edm

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, OCTOBER 26, 1989
4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

DOCUMENTS DEPT.
NOV 8 1989
SAN FRANCISCO
PUBLIC LIBRARY

1. ROLL CALL:

   Lewis Lillian, President
   Reverend James E. Goode, Vice President
   Reverend Harry Chuck, Commissioner
   Robert J. Boileau, Commissioner
   Helen Mason, Commissioner
   William A. Witte, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

    (a) Resolution - Authorizing the Executive Director to Extend Certain Contract Agreements for the Provision of Required Services during FY 1989-90.

    (b) Resolution - Authorizing the Executive Director to Extend Maintenance Contracts and Execute Purchase Orders for the Provision of Services for the Administrative Operation of the Authority during FY 1989-90.

    (c) Resolution - Authorizing the Executive Director to Execute Purchase Orders for the Payment of Employee Benefit Packages for FY 1989-90.

    (d) Resolution - Authorizing the Executive Director to Execute Purchase Orders for the Provision of Required Services for Housing Authority Properties during FY 1989-90.

    (e) Resolution - Authorizing the Execution of Purchase Orders for the Provision of Services for Fleet Vehicles for FY 1989-90.

    (f) Resolution - Ratifying Placement of Property Insurance by the Executive Director for the FY 1990.

11. NEW BUSINESS (cont'd):

(g) Resolution - Authorizing Application for Federal Financial Assistance.

(h) Resolution - Authorizing the Executive Director to Execute a Purchase Order for the Housing Authority Risk Retention Group.

(i) Resolution - Approving the Memorandum of Agreement between the Housing Authority of the City and County of San Francisco and the Department of Housing and Urban Development.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

DG/edm

SF
H65
#3
10/26/89

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held: Minutes 440 Turk Street
Thursday, October 26, 1989 San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, October 26, 1989 at 4:00 p.m.

1. ROLL CALL:

President Lillian called the meeting to order at 4:15 p.m.

Roll call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend James E. Goode, Vice President
Robert J. Boileau, Commissioner
Helen Mason, Commissioner
William A. Witte, Commissioner (entered the meeting at 4:52 p.m.)

ABSENT: Reverend Harry Chuck, Commissioner

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Jan Allen, Clementina
Buck Bagot, Bernal Heights Community Foundation
Geraldine Clay, Head & Randolph
Sonya Davis, Boys & Girls Club
Olivia Dudy, Holly Court
Jewel Green
Ann M. Ingle, Hayes Valley
Adrainne Mims, Alice Griffith
Christine Neal, Alice Griffith
Lela M. Smith
Robert L. Speer, PADS
Margaret Verges, PAACN
Ace Washington, WAPAC
Dr. Eddie C. Welbon, Bayview/Hunters Point
Carlene Williams, Valencia Gardens
Eva Mae Williams, Plaza East

DOCUMENTS DEPT.
NOV 9 1989
SAN FRANCISCO
PUBLIC LIBRARY

3. APPROVAL OF AGENDA:

Commissioner Witte moved to approve the agenda of October 26, 1989 and Commissioner Boileau seconded the motion. The agenda of October 26, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Goode moved to approve the minutes of October 12, 1989 and Commissioner Witte seconded the motion. The minutes of October 12, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

Commissioner Witte informed the Commission that the Finance Committee met.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Alma Lark presented the Tenant Representative Report.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3362

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXTEND CERTAIN CONTRACT AGREEMENTS FOR THE PROVISION OF REQUIRED SERVICES DURING FISCAL YEAR 1989-90

WHEREAS, in order for the Authority to operate and maintain its facilities and equipment in a cost effective and financially prudent manner, the service contracts of selected vendors must be secured as follows:

Demakas Plumbing and Heating, Inc. - Labor, parts, materials and equipment for the emergency maintenance of boilers, heating systems and plumbing fixtures in Authority developments. these services are for a period not to exceed ninety (90) days.

Kenneth Leventhal and Company - Provision for the payment of services to audit the Authority's financial statement records.

Saagan Moving and Storage - Provision for the moving and storage of resident belongings and personal effects from evicted or abandoned Authority housing units. These services are for a period not to exceed ninety (90) days.

Sears Contract Sales - Provision for the purchase, delivery and hook-up of refrigerators and gas ranges in Senior and Family units. These services shall be for a period not to exceed ninety (90) days.

Sears Roebuck and Company - Labor, parts, materials and equipment for the emergency and routine maintenance of appliances at the Rosa Parks Senior Citizens Development.

WHEREAS, the Authority solicited proposals for boiler maintenance and plumbing support services and moving and storage services in open and full competition; and

WHEREAS, the Authority rejected the proposals received for such services as inadequate and not in the best interests of the Authority; and

WHEREAS, it is in the best interests of the Authority to extend the current contracts for such services until new proposals can be solicited and reviewed; and

WHEREAS, the Authority negotiated a professional services contract with Kenneth Leventhal and Company for audit services within the past year and finds that it is most advantageous and in the best interest of the Authority to continue this relationship; and

WHEREAS, the Authority secured appliances from Sears Roebuck and Company under the Consolidated Supply Program with the Department of Housing and Urban Development and it is most advantageous for the Authority to continue the contract with Sears for these appliances and the servicing of them; and

WHEREAS, such services are necessary for the daily operation of the Authority; and

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders and extend the contracts with the following vendors for the services as described herein in amounts not to exceed those presented below for Fiscal Year 1989-90.

   Demakas Plumbing and Heating, Inc. - $100,000.00

   Kenneth Leventhal and Company - $150,000.00

   Saagan Moving and Storage - $36,000.00

   Sears Contract Sales - $120,000.00

   Sears Roebuck and Company - $23,705.00

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3362 and Commissioner Witte seconded the motion.

Resolution No. 3362 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3363

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXTEND MAINTENANCE CONTRACT AND EXECUTE PURCHASE ORDERS FOR THE PROVISION OF SERVICES FOR THE ADMINISTRATIVE OPERATION OF THE AUTHORITY DURING FISCAL YEAR 1989-90

WHEREAS, in order for the Authority to properly maintain its administrative operation, the services of selected vendors must be secured as follows:

American Telephone & Telegraph (AT&T) - Provision for the lease of telephones and related equipment.

Bank of America - Provision for payment of fees as fiscal agent for the Authority and for the processing of the biweekly payroll.

Boise Cascade Office Products - Office supplies for all departments in the Authority.

Brenner and Sons Tool Repair - Labor, equipment, parts and materials to perform maintenance and repairs on Authority-owned lawnmowers and related equipment on an as needed basis.

Communications Research - Maintenance agreement for labor, materials and equipment for the routine and preventive maintenance of hand-held and mobile two-way radios and for the installation and de-installation of mobile radios on an as needed basis.

Genicom Corporation - Maintenance agreement for labor, materials and equipment for the routine and preventive maintenance of Memorex Model 2056 computer printers.

Imperial Bank - Provision for lockbox rental, courier service, collections, reports and other banking services.

Lesher Office Equipment - Provision for the lease, service and maintenance of facsimile machines used by the Authority.

Levinson Bros. - Provision for the payment of automobile insurance premiums for liability, comprehensive and collision coverage with Fireman's Fund for Authority vehicles.

Memorex - Labor, parts, equipment and materials for the routine and preventive maintenance of Memorex Model 2051 systems throughout the Authority's properties.

Pacific Bell - Provision for telephone services for Authority properties.

Pactel Infosystems - Maintenance agreement for labor, parts, materials and equipment for the preventive maintenance and routine repairs of telephone equipment located at 440 Turk Street.

RMRS Systems - Provision for advance payment of metered postage.

Savin Corporation - Maintenance agreement for labor, materials and parts for the routine and preventive maintenance of ten (10) Savin Model 7050W copiers and one (1) Model 840 copier.

Sorbus, Incorporated - Maintenance agreement for labor, parts, materials and equipment for the emergency, routine and preventive maintenance of the IBM System/38 computer and peripheral devices.

Tel-Plus Communications, Inc. - Maintenance agreement for labor, parts, materials and equipment for emergency and routine repairs of the telephone system at 1815 Egbert.

United States Postal Service - Provision for bulk mailing of tenant statements and notices.

Xerox Corporation - Maintenance agreement for labor, parts, materials and equipment for the routine and preventive maintenance of the Xerox Model 8200 photocopier.

WHEREAS, such services are necessary for the daily operation of administrative functions throughout the Authority; and

WHEREAS, it was determined that replacement parts be interchangeable as well as compatible with the equipment to be serviced, and in the Authority's opinion, Communications Research, Genicom Corporation, Savin Corporation, Sorbus Incorporated, Tel-Plus Communications, Inc. and Xerox Corporation were uniquely qualified to meet this requirement; and

WHEREAS, AT&T, Bank of America, Brenner and Sons Tool Repair, Imperial Bank, Lesher Office Equipment, Levinson Bros. and Pactel Infosystems were selected as the most advantageous to the Authority based on price and other factors considered; and

WHEREAS, Boise Cascade Office Products provides services based on a contract with the City and County of San Francisco; and

WHEREAS, services provided by Pacific Bell, Memorex, RMRS Systems and United States Postal Service qualify as sole source based on the knowledge and belief of the Authority; and

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders, and where applicable, extend maintenance contracts for the services detailed above in the amounts not to exceed the following:

AT&T - $30,000.00

Bank of America - $23,500.00

Boise Cascade - $60,000.00

Brenner & Sons Tool Repair - $7,000.00

Communications Research - $9,000.00

Genicom Corporation - $6,000.00

Imperial Bank - $70,000.00

Lesher Office Equipment - $8,200.00

Levinson Bros. - $138,569.00

Memorex - $7,500.00

Pacific Bell - $175,000.00

Pactel Infosystems - $5,700.00

RMRS Systems - $33,000.00

Savin Corporation (Copier maintenance) - $9,250.00

Savin Corporation (Copier lease) - $21,366.00

Sorbus Incorporated - $32,000.00

Tel-Plus Communications, Inc. - $10,633.00

United States Postal Service - $23,000.00

Xerox Corporation - $9,000.00

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3363 and Commissioner Mason seconded the motion.

Resolution No. 3363 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3364

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS FOR THE PAYMENT OF EMPLOYEE BENEFIT PACKAGES FOR FISCAL YEAR 1989-90

WHEREAS, the Authority wishes to provide and maintain adequate health care and life insurance coverage for its employees the services of selected vendors must be secured as follows:

Hartford Trust - Provision for the payment of life insurance premiums provided as part of the employees' benefit package and also as stipulated in the Master Agreement between Hartford Life Insurance and the Authority.

L.F. Winsten & Associates - Provision for the payment of Delta Dental Plan premiums for all Authority employees. This plan was selected as the most comprehensive one available within the budgetary limitations of the Authority.

PERS Health Benefits - Provision for payment of the employer portion of employee health care premiums. This plan was selected as the most comprehensive and affordable plan available to the Authority.

WHEREAS, employee benefits are required as part of the compensation package offered to the Authority's employees; and

WHEREAS, the services detailed above are the most advantageous to the Authority based on cost and other considerations; and

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders for the services described above in amounts not to exceed the following:

   Hartford Trust - $24,000.00

   L.F. Winsten & Associates - $78,000.00

   PERS Health Benefits - $375,000.00

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3364 and Commissioner Goode seconded the motion.

Resolution No. 3364 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3365

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS FOR THE PROVISION OF REQUIRED SERVICES FOR HOUSING AUTHORITY PROPERTIES DURING FISCAL YEAR 1989-90

WHEREAS, in order for the Authority to operate and maintain its facilities and equipment in a cost effective and financially prudent manner, the services of selected vendors must be secured as follows:

AB Communications - Provision to provide Authority residents with a twenty-four hour per day emergency answering and paging service related to housing maintenance and repairs.

American Draperies - Labor, equipment and materials for furnishing and installing draperies in Authority housing units.

Automatic Garage Door - Labor, parts, materials and equipment for the emergency and preventive maintenance of the automatic garage doors and gates on Authority properties.

California Energy Investment Corp. - Solar energy services for Authority properties.

Cardkey Systems, Inc. - Labor, parts, materials and equipment for the emergency, routine and preventive maintenance or replacement of cardkey entrance systems in Authority properties.

Golden Gate Disposal - Provision for garbage disposal services.

Ideal Carpet & Drapery Cleaners - Labor, equipment and materials for the cleaning of rugs and draperies for Authority housing units, as needed.

Pacific Conservation Service Company - Provision for the loan payments for energy conservation improvements (zip loan).

Pacific Gas & Electric Co. - Provision for electric and gas services for Authority properties.

Rapid Serve - Provision for the payment of process servers for eviction notices to Authority residents.

San Francisco Water Department - Provision for water and sewer services for Authority properties.

Sanitary Land Fill - Provision for dumping costs at disposal site.

Sheriff of the City and County of San Francisco - Provision for evictions of tenants from Authority properties.

Sunset Scavengers - Provision for garbage disposal services for Authority properties.

U.S. Elevator - Labor, parts, materials and equipment for the routine and preventive maintenance of the elevators at 430 and 440 Turk Street.

WHEREAS, such services are necessary for the daily operation of the Authority; and

WHEREAS, services performed by AB Communications, American Draperies, Automatic Garage Door, Ideal Carpet & Drapery Cleaners and Rapid Serve were previously solicited with these vendors being selected in a manner that was most advantageous to the Authority, price and other factors considered; and

WHEREAS, it was determined that replacement parts be interchangeable as well as compatible with the equipment to be serviced and that Cardkey Systems, Inc. and U.S. Elevator were uniquely qualified to meet this requirement; and

WHEREAS, services provided by California Energy Investment Corp., Golden Gate Disposal, Pacific Conservation Service Company, Pacific Gas & Electric, San Francisco Water Department, Sanitary Land Fill, Sheriff of the City and County of San Francisco and Sunset Scavengers qualify as a sole source based on the knowledge and belief of the Authority; and

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders for the services detailed above in amounts not to exceed the following:

   AB Communications - $10,000.00

   American Draperies - $12,000.00

   Automatic Garage Door - $10,000.00

   California Energy Investment Corp. - $70,000.00

   Cardkey Systems, Inc. - $15,000.00

   Golden Gate Disposal - $247,000.00

   Ideal Carpet & Drapery Cleaners - $7,000.00

   Pacific Conservation Service Company - $95,000.00

   Pacific Gas & Electric Co. - $4,574,810.00

   Rapid Serve - $7,000.00

   San Francisco Water Department - $2,641,860.00

   Sanitary Land Fill - $96,000.00

   Sheriff, City and County of San Francisco - $13,000.00

   Sunset Scavengers - $905,000.00

   U.S. Elevator - $10,000.00

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3365 and Commissioner Witte seconded the motion.

Resolution No. 3365 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3366

RESOLUTION AUTHORIZING THE EXECUTION OF PURCHASE ORDERS FOR THE PROVISION OF SERVICES FOR FLEET VEHICLES FOR FISCAL YEAR 1989-90

WHEREAS, in order to maintain proper and continuous operation of vehicles in the Authority's fleet, the services of selected vendors must be secured as follows:

AA Quality Auto Repair - Labor, parts, materials and equipment for the preventive, routine and emergency maintenance of fleet vehicles;

A & C Auto Clinic - Labor, parts, materials and equipment for the preventive, routine and emergency maintenance of fleet vehicles;

City and County of San Francisco - Gasoline and oil for fleet vehicles;

Rick's Tire Service - Labor, equipment and materials to provide emergency mobile tire repair and road service for all fleet vehicles;

San Francisco Four Wheel Brake - Labor, equipment, parts and materials for the preventive, routine and emergency maintenance of fleet vehicles; and

WHEREAS, a survey of several repair shops was conducted last year with performance being measured based on quality of service, promptness in the repair of Authority vehicles and hourly labor rates charged; and

WHEREAS, a survey of road services was conducted last year to determine the availability, range and cost of providing emergency road services to the Authority on an as-needed basis; and

WHEREAS, the Authority requires that gasoline usage on all its vehicles be monitored, mileage readings taken and fleet vehicles identified for all gasoline and oil consumption costs; and

WHEREAS, the services to be provided by the vendors described above are the most advantageous to the Authority based on the Authority's requirements and the surveys conducted; and

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders for the services detailed above in amounts not to exceed the following.

   AA Quality Auto Repair - $10,000.00

   A & C Auto Clinic - $10,000.00

   City and County of San Francisco - $60,000.00

   Rick's Tire Service - $7,500.00

   San Francisco Four Wheel Brake - $10,000.00

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3366 and Commissioner Goode seconded the motion.

Resolution No. 3366 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 3367

RESOLUTION RATIFYING PLACEMENT OF PROPERTY INSURANCE BY THE EXECUTIVE DIRECTOR FOR THE FISCAL YEAR 1990

WHEREAS, Section 305, Part Two of the Annual Contributions Contract, dated August 27, 1964 as amended, between the Housing Authority of the City and County of San Francisco ("the Authority") and the U.S. Department of Housing and Urban Development requires that the Authority insure by fire and extended coverage its insurable property; and

WHEREAS, the Authority's property insurance coverage expired at 12:01 a.m., October 23, 1989; and

WHEREAS, the Authority, through its agents and staff solicited several insurance companies to provide quotations for property insurance that would cover all of the Authority's property at the most advantageous price; and

WHEREAS, the Authority, through its agents and staff received property insurance quotations for renewal of coverage along with quotations for "All Risk," earthquake and rents coverage; and

WHEREAS, the quote from Home Insurance Company was the most reasonable under the current market conditions and most advantageous to the Authority and the terms of coverage will meet the federal requirements; and

WHEREAS, the Executive Director was required to place said insurance prior to the Commission meeting of October 26, 1989 to prevent the Authority's property insurance coverage from lapsing;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director's action to place "All Risk" coverage with the Home Insurance Company for the Authority's property buildings for a premium not to exceed $380,000.00 is hereby ratified.

2. This resolution take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3367 and Commissioner Goode seconded the motion.

Resolution No. 3367 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3368

RESOLUTION AUTHORIZING APPLICATION FOR
FEDERAL FINANCIAL ASSISTANCE

WHEREAS, the Housing Authority of the City and County of San Francisco is a public entity established under the laws of the State of California; and

WHEREAS, a natural disaster in the form of an earthquake has struck the Bay Area; and

WHEREAS, Housing Authority properties suffered major damage; and

WHEREAS, several city agencies have made a determination to request Federal financial assistance under the Disaster Relief Act (Public Law 288, 93rd Congress) ("Federal Financial Assistance"); and

WHEREAS, the Board of Commissioners of the Housing Authority has determined that there is a need to apply for this Federal Financial Assistance;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to execute an application and file it in the appropriate State office for the purpose of obtaining Federal Financial Assistance.

2. The Executive Director is further authorized to provide to the State and to the Federal Emergency Management Agency (FEMA) all matters necessary to execute all required documents, agreements and assurances pertaining to such Federal Financial Assistance.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Witte moved to adopt Resolution No. 3368 and Commissioner Mason seconded the motion.

Resolution No. 3368 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 3369

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER FOR THE HOUSING AUTHORITY RISK RETENTION GROUP

WHEREAS, the Authority by Resolution No. 3006 dated May 28, 1987 accepted membership into the Housing Authority Risk Retention Group (HARRG) for the provision of general liability insurance; and

WHEREAS, the Authority's policy with HARRG requires the Authority to pay a deductible in the amount of $2,500.00 for each general liability claim that is accepted for payment;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to execute a purchase order for the Housing Authority Risk Retention Group for fiscal year 1989-90 in an amount not to exceed $150,000.00.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3369 and Commissioner Goode seconded the motion.

Resolution No. 3369 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 3370

RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the San Francisco Housing Authority and the Department of Housing and Urban Development entered into an Annual Contributions Contract on August 27, 1964; and

WHEREAS, pursuant to the agreement, HUD performed a Coordinated Management Review in January 1989 and a Maintenance Operations Review in December 1988 and suggested several operational improvements to be implemented by the Authority; and

WHEREAS, it is necessary for the Authority to enter into a written Memorandum of Agreement whereby the Authority agrees to comply with certain targets and timeframes for performance standards and HUD agrees to provide technical assistance; and

WHEREAS, the Commission of the Housing Authority finds that these targets and timeframes are reasonable and in the best interest of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority approves the specific timeframes and targets suggested by HUD in Part A.2 and B.1 of the Memorandum of Agreement hereto attached as Exhibit A.

2. The President of the Commission is authorized to execute an agreement with HUD in substantially the same form as attached hereto as Exhibit A.

3. The Executive Director is authorized to take all steps necessary to implement said agreement.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3370 and Commissioner Witte seconded the motion.

Resolution No. 3370 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission the meeting of October 26, 1989 was adjourned at 6:26 p.m.

LEWIS LILLIAN, President

DAVID GILMORE, Secretary and
Executive Director

F
65
4
1/89

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
NOV 9 1989
SAN FRANCISCO
PUBLIC LIBRARY

NOVEMBER 6, 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, NOVEMBER 9, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, NOVEMBER 9, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

1. ROLL CALL:

Lewis Lillian, President
Reverend James E. Goode, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Helen Mason, Commissioner
William A. Witte, Commissioner

DOCUMENTS DEPT.
NOV 9 1989
SAN FRANCISCO
PUBLIC LIBRARY

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Authorizing the Executive Director to Execute a Purchase Order to Increase the Encumbrance for Stoves and Refrigerators for the Remainder of FY 1988-89 to an amount not to exceed $42,000.

(b) Resolution - Authorizing the Executive Director to Enter into a Contract for Consulting Services, Soil Preparation, Monitor Testing and Provide Reports at CAL 1-43, Yerba Buena Plaza West (Contract #050-89-0028) in the amount of $29,952.

(c) Resolution - Authorizing the Executive Director to Enter into a Contract for the Repair of Meter Enclosures at CAL 1-9, Westbrook Apartments; CAL 1-17(A), Hunters Point A (East & West); and CAL 1-18(3), Hunters View in San Francisco, CA (Contract #050-89-0014) in the amount of $108,050.

(d) Resolution - Authorizing the Executive Director to Enter into a Contract for Window Replacement and Repair at CAL 1-39, 951 Eddy Street (Contract #050-89-0013) in the amount of $103,500

11. NEW BUSINESS (cont'd):

(e) Resolution - Approving Amendment No. 16 to Section 8 Annual Contributions Contract No. SF-618-CA39-K001-001 increasing the authorized maximum annual contribution to $703,176.

(f) Resolution - Approving Amendment No. 15 to Section 8 Annual Contributions Contract No. SF-618-CA39-K001-002, eliminating the need to reimburse HUD for overpayment of advances.

(g) Resolution - Authorizing Installment Payments of the Judgment Entered in the Matter of National Utility Services, Inc. vs. the San Francisco Housing Authority, establishing an annual installment payment of $208,688.01 through November 15, 1995.

(h) Resolution - Adopting a Resident Hiring Policy for All Housing Authority Programs.

(i) Resolution - Authorizing the Executive Director to Enter into a Contract with the Ella Hill Hutch Community Center to Provide Job Development, Training and Placement Services in Connection with the Construction of Robert B. Pitts Plaza in an Amount not to Exceed $100,000.

(j) Resolution - Adopting an Agency Reorganization Plan.

12. ADJOURNMENT:

DAVID GILMORE
Secretary/Executive Director

SF
H65
#3
11/9/89

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held: Minutes
Thursday, November 9, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, November 9, 1989 at 4:00 p.m.

1. ROLL CALL:

President Lillian called the meeting to order at 4:07 p.m.

Roll call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Helen Mason, Commissioner

DOCUMENTS DEPT.
DEC 13 1989
SAN FRANCISCO
PUBLIC LIBRARY

A quorum was present.

ABSENT: Reverend James E. Goode, Vice President
William A. Witte, Commissioner

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Jan Allen, Clementina
Geraldine Clay
Olivia Dildy
James Freeman
Abigail Herrera
Pat Jackson
Loretta Monroe
Bobbie Sanders
Robert L. Speer, PADS
Margaret Verges, PAACN
Ace Washington, WAPAC
Carlene Williams

3. APPROVAL OF AGENDA:

Commissioner Boileau moved to approve the agenda of November 9, 1989 and Commissioner Chuck seconded the motion. The agenda of November 9, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Mason moved to approve the minutes of October 26, 1989 and Commissioner Boileau seconded the motion. The minutes of October 26, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

None.

7. COMMITTEE REPORT:

Commissioner Chuck informed the Commission that the Personnel Committee met prior to the Commission Meeting.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

Ms. Chavis requested an Executive Session for the discussion of pending litigation. Executive Session is authorized under Government Code Section 54956.9 for pending litigation.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson, President of Public Housing Tenants Association gave the Tenant Representative Report.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a) RESOLUTION NO. 3371

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PURCHASE ORDER TO INCREASE THE ENCUMBRANCE FOR STOVES AND REFRIGERATORS FOR THE REMAINDER OF FISCAL YEAR 1988-89

WHEREAS, in order for the Authority to operate and maintain its facilities and equipment in a cost effective and financially prudent manner, the services of selected vendors must be secured as follows:

Sears Contract Sales - Provision for the extension of the purchase, delivery and hook-up of refrigerators and gas ranges in Senior and Family units;

WHEREAS, such services are necessary for the daily operation of the Authority, and thus, funds must be extended to cover the cost of these appliances and services performed during Fiscal Year 1988-89; and

WHEREAS, the Authority has verified the delivery of the appliances and has reconciled the outstanding balance against the existing purchase order; and

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's revised operating budget for Fiscal Year 1988-89;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute purchase orders to extend funding for the services detailed above in amounts not to exceed the following.

   Sears Contract Sales - $42,000.00

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3371 and Commissioner Chuck seconded the motion.

Resolution No. 3371 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3372

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT FOR CONSULTING SERVICES, SOIL PREPARATION, MONITOR TESTING AND PROVIDE REPORTS AT CAL 1-43, YERBA BUENA PLAZA WEST (CONTRACT #050-89-0028)

WHEREAS, the services of a soils consultant is immediately required in order to avoid any delay for the new construction to start after the completion of the demolition contract; and

WHEREAS, in order to expedite the soils testing process, Geo/Resources Consultants, Inc. is retained to perform the services on a sole source basis instead of soliciting proposals; and

WHEREAS, the reasons for retaining Geo/Resources Consultants, Inc. on a sole source basis instead of soliciting proposals are as follows:

a. The firm was retained by the Authority in 1983 to perform soil tests for the Yerba Buena Plaza West Rehabilitation project,

b. The firm was retained by the Authority in 1987 to perform four additional borings for the new apartments (report issued 1/29/88),

c. The firm has "hands-on" direct experience with soil conditions on this site and has prepared the report on which the new structures are engineered, and

d. The recommendations and reports are needed immediately in order that the new construction can start without delay.

WHEREAS, funding is available from the demolition contracts CIAP CA-1-914 Contingency amount; and

WHEREAS, the consultant's original reports are satisfactory to this Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award the contract on a sole source basis to Geo/Resources, Inc. in the amount of $29,952.00.

2. The Executive Director will do everything proper to expedite this line item to completion.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Boileau moved to adopt Resolution No. 3372 and Commissioner Chuck seconded the motion.

Resolution No. 3372 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3373

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT FOR THE REPAIR OF METER ENCLOSURES AT CAL 1-9, WESTBROOK APARTMENTS; CAL 1-17A, HUNTERS POINT A (EAST & WEST); AND CAL 1-18(3), HUNTERS VIEW IN SAN FRANCISCO, CA (CONTRACT #050-89-0014)

WHEREAS, the San Francisco Housing Authority has received CIAP Funds for the repair of meter enclosures at CAL 1-9, Westbrook Apartments; CAL 1-17A, Hunters Point A (East & West) and CAL 1-18(3), Hunters View; and

WHEREAS, the Authority advertised for and received two (2) bids on October 11, 1989 for the repair of the meter enclosures work as follows:

		Base Bid #1	Base Bid #2
1.	Crown Iron Works	$108,050	$ 99,650
2.	N.V. Heathorn, Inc.	$403,589	$314,775

WHEREAS, the Authority has evaluated the bids and determined the low bidder to be a responsible contractor having the technical capacity and ability to perform successfully under the terms and conditions of the contract; and

WHEREAS, all additional relevant documents submitted by the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bidder is within the allocated CIAP funds;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award the contract to the low bidder, Crown Iron Works, Inc., in the amount of $108,050.

2. The Executive Director will do everything proper to expedite this line item to completion.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3373 and Commissioner Boileau seconded the motion.

Resolution No. 3373 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3374

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT FOR WINDOW REPLACEMENT AND REPAIR AT CAL 1-39, 951 EDDY STREET (CONTRACT #050-89-0013)

WHEREAS, the San Francisco Housing Authority has received CIAP Funds for window replacement and repair at CAL 1-39, 951 Eddy Street in San Francisco, CA; and

WHEREAS, the Authority advertised for and received four (4) bids as follows:

		Base Bid	Alt. #1		Total
1.	Kimel, Inc.	$110,521	Deduct	$ 7,021	$103,500
2.	Vince Tang Contr. Co.	$ 94,110	Add	$31,000	$125,110
3.	G.T. Constr. Co.	$150,000	Add	$22,000	$172,000
4.	Angotti & Reilly, Inc.	$140,000	Add	$42,000	$182,000

WHEREAS, all contractors have complied with the bidding requirements; and

WHEREAS, the Authority has evaluated the bids and determined the low bidder to be a responsible contractor having the technical capacity and ability to perform successfully under the terms and conditions of the contract; and

WHEREAS, all relevant required documents of the low bidder have been reviewed and found to be in order; and

WHEREAS, the low bid is within the allocated CIAP funds;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director/Secretary is authorized to award the contract to the low bidder, Kimel, Inc., in the amount of $103,500.

2. The Executive Director will do everything proper to expedite this line item to completion.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3374 and Commissioner Chuck seconded the motion.

Resolution No. 3374 was ADOPTED with one (1) NO vote from Commissioner Boileau.

(e) RESOLUTION NO. 3375

RESOLUTION APPROVING AMENDMENT NO. 16 TO SECTION 8 ANNUAL CONTRIBUTION CONTRACT NO. SF-618-CA39-K001-001

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on September 29, 1989 the U.S. Department of Housing and Urban Development (HUD) advised the Housing Authority that they had reserved additional funds in contract and budget authority for the Section 8 Moderate Rehabilitation Program; and

WHEREAS, the new maximum annual contributions authorized for this allocation was increased to $703,176; and

WHEREAS, this amendment will reflect this budget revision;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approve Amendment No. 16 to Section 8 Annual Contributions Contract No. SF-618-CA39-K001-001 and authorizes the Executive Director to execute the Annual Contributions Contract reflecting such amendment.

2. This resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3375 and Commissioner Mason seconded the motion

Resolution No. 3375 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 3376

RESOLUTION APPROVING AMENDMENT NO. 15 TO SECTION 8 ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618-CA39-K001-002

WHEREAS, the Housing Authority of the City and County of San Francisco is tasked with the responsibility of administration of funds in connection with programs under Section 8 of the 1974 Housing and Community Development Act; and

WHEREAS, on September 15, 1989 the Department of Housing and Urban Development (HUD) notified the San Francisco Housing Authority of its intent to amend the Annual Contributions Contract No. SF-618-CA39-K001-002 to reflect a redistribution of the Section 8 Moderate Rehabilitation units authorized by the allocations; and

WHEREAS, this amendment will eliminate the year-end settlement resulting from the over-requisitioning of funds;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the San Francisco Housing Authority approve Amendment No. 15 to Section 8 Annual Contributions Contract No. SF-618-CA39-K001-002 and authorizes the Executive Director to execute the Annual Contributions Contract reflecting such amendment.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3376 and Commissioner Chuck seconded the motion.

Resolution No. 3376 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3377

RESOLUTION AUTHORIZING INSTALLMENT PAYMENT OF THE JUDGMENT ENTERED IN THE MATTER OF NATIONAL UTILITY SERVICES, INC. VS. THE SAN FRANCISCO HOUSING AUTHORITY

WHEREAS, there is now pending in the Superior Court of the City and County of San Francisco an action known as National Utility Services, Inc. vs. the San Francisco Housing Authority (the Action), Case No. 786 115; and

WHEREAS, an adverse judgment in the amount of $792,217.00 was entered in that action on November 15, 1985 against the Housing Authority of the City and County of San Francisco (the Authority); and

WHEREAS, the Authority has exhausted its remedies to appeal said adverse judgment and payment of said judgment is now due together with any interest and costs; and

WHEREAS, pursuant to California Government Code, Section 970.4 and as authorized by Commission Resolution No. 3273 dated February 9, 1989, the Authority obtained an order filed June 29, 1989 which allows the Authority to pay said judgment by equal annual installments over a seven year period; and

WHEREAS, the balance due under said installment payment plan is $1,123,332.66 for the period commencing November 15, 1989 through November 15, 1995; and

WHEREAS, the annual installment payment is $208.688.01; and

WHEREAS, funds are available to pay said judgment in equal annual installments from Section 8 reserves;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized and hereby directed to pay the judgment entered in the action known as National Utility Services, Inc. vs. San Francisco Housing Authority in equal annual installments as set forth in the court order filed June 29, 1989 a true and correct copy of which is attached hereto as Exhibit A.

2. The first of said installment payments shall be paid to Plaintiffs on or before November 15, 1989 in the amount of $208,688.01.

3. Thereafter, on or before November 15th of each year up to and through 1995 said amount of $208,688.01 shall be paid until such judgment is satisfied.

4. The Executive Director is further authorized to pay costs in the amount of $1,669.80 ordered to be paid to Plaintiff by the Court related to the referenced action.

5. This resolution takes effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Chuck moved to adopt Resolution No. 3377 and Commissioner Mason seconded the motion.

Resolution No. 3377 is UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 3378

RESOLUTION ADOPTING A RESIDENT HIRING POLICY
FOR ALL HOUSING AUTHORITY PROGRAMS

WHEREAS, the Housing Authority of the City and County of San Francisco ("the Authority") finds that numerous of its tenants are unemployed or underemployed; and

WHEREAS, the Authority further finds that suitable employment opportunities could significantly improve the quality of resident's lives; and

WHEREAS, the Authority desires to encourage the employment of residents of its public housing programs to the maximum extent possible; and

WHEREAS, as part of this effort the Authority has already agreed with various unions to cooperate and jointly implement an effort to recruit residents as employees; and

WHEREAS, the Authority has adopted a personnel policy in 1981, reaffirmed in 1987 by Commission Resolution No. 2948, which establishes that 25 percent of the Authority's current work force be project residents;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Authority reaffirms its policy to encourage the employment of residents of its public housing programs to the maximum extent possible.

2. In the filling of all vacant positions, whenever a qualified resident (head of household or part of the family composition) is an applicant, preference will be given the resident over similarly qualified non-residents.

3. Subject to the specific requirements of existing union contracts, public housing residents will be given preference in the filling of all entry level positions at the Authority. Entry level positions are defined as those for which minimum specified skills, license, training or previous experience is required.

4. The Authority when recruiting and selecting personnel will actively recruit and encourage public housing residents to apply for positions at the Authority for which residents qualify. In this regard, announcements of all vacant positions at the Authority will be sent to the city-wide tenant organizations and the tenant organization at each local development at the time it is posted internally.

5. The Executive Director is authorized to take all steps necessary to monitor and implement this policy.

6. Further, the Executive Director will periodically provide a report to the Commission of the efforts made to comply with this resolution.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3378 and Commissioner Chuck seconded the motion.

Resolution No. 3378 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 3379
(as amended)

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A PERSONAL SERVICES CONTRACT WITH THE ELLA HILL HUTCH COMMUNITY CENTER

WHEREAS, the Housing Authority of the City and County of San Francisco (the "Authority") is in the process of developing a 203 unit low-income project in the Western Addition known as the Robert B. Pitts Plaza (the "Project"); and

WHEREAS, the development of this project will generate a considerable number of jobs in construction activities; and

WHEREAS, the Authority desires that a significant number of its unemployed or underemployed residents of housing programs administered by the Authority ("Authority Residents") are placed in these jobs; and

WHEREAS, the agency seeks a project area-based non-profit community oriented organization to assist the Authority in facilitating the placement of Authority Residents in the above referenced jobs; and

WHEREAS, the Ella Hill Hutch Community Center is a qualified, experienced project area-based non-profit community center with the ability and availability to assist the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to enter into an agreement with the Ella Hill Hutch Community Center ("EHHCC") to facilitate the placement of Authority Residents in construction jobs and related activities at the Project subject to a specific line item budget in an amount not to exceed $100,000.

2. The terms of said contract will require EHHCC to at a minimum:

   a. Hire and supervise its own staff and provide equipment and supplies consistent with the above mentioned budgetary amount.

   b. Provide, maintain and make available a single facility skills bank for use by and to serve contractors and subcontractors engaged in the Project construction activities in meeting

employment goals by identifying and locating Authority Residents, and also for use by and to serve as a resource for skilled and unskilled minority group persons and women seeking employment on the construction project.

c. Provide, maintain and implement a training program coordinated with other private and public agencies to prepare and assist Authority Residents for entry into construction apprenticeship programs based on interest, capability and the availability of apprenticeship opportunities.

d. Coordinate with the Authority to assure that the contractors' and subcontractors' efforts will be consistent with the goals and requirements of affirmative action in employment as identified by the Authority.

e. Provide the Authority with accurate and complete monthly reports on all referrals and placements no later than the fifth day of each month.

f. Respond expeditiously to contractors' request for verifications of Authority Residents at assigned locations.

3. The term of the agreement shall not exceed the construction period of the Project.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3379 and Commissioner Boileau seconded the motion.

Commissioner Boileau moved to amend Resolution No. 3379 to include a specification for a line item budget and Commissioner Mason seconded the motion.

The motion to amend was UNANIMOUSLY CARRIED and Resolution No. 3379 was UNANIMOUSLY ADOPTED as amended.

(j) RESOLUTION NO. 3380

RESOLUTION ADOPTING AN AGENCY REORGANIZATION PLAN

WHEREAS, under the Bylaws of the Housing Authority of the City and County of San Francisco ("the Authority") the Executive Director has general supervision over the administration of the business and affairs of the Authority subject to the direction of the Commission; and

WHEREAS, the Authority is still a financially troubled agency and various management changes and improvements are required

to allow the agency to render the delivery of its low income housing programs more effectively and economically; and

WHEREAS, the Executive Director has determined that the reorganization plan he originally proposed in July 1989 will meet said requirements; and

WHEREAS, the Executive Director has implemented part of said reorganization and is desirous of completing the reorganization; and

WHEREAS, the Commission has determined that said reorganization is in the best interest of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The reorganization plan proposed by the Executive Director as substantially set forth in Exhibit A attached hereto is adopted.

2. The actions of the Executive Director already taken to date to implement the plan are hereby ratified by the Commission.

3. The Executive Director is authorized to implement said plan and to make whatever changes are necessary under his discretion and general supervision over the administration of the business and affairs of the Authority.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3380 and Commissioner Chuck seconded the motion.

Resolution No. 3380 was ADOPTED with one (1) ABSTENTION from Commissioner Boileau.

12. ADJOURNMENT:

There being no further business to come before the Commission the meeting of November 9, 1989 was adjourned at 8:36 p.m.

_____
LEWIS LILLIAN, President

_____
DAVID GILMORE, Secretary and
Executive Director

F
65
+
3/89

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
NOV 28 1989
SAN FRANCISCO
PUBLIC LIBRARY

NOVEMBER 17, 1989

PUBLIC NOTICE

DUE TO THE THANKSGIVING HOLIDAYS THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO TO BE HELD ON THURSDAY, NOVEMBER 23, 1989 IS CANCELLED.

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, DECEMBER 14, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

F
65
+
4/89

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
DEC 13 1989
SAN FRANCISCO
PUBLIC LIBRARY

DECEMBER 11, 1989

PUBLIC NOTICE

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, DECEMBER 14, 1989 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

SF
H65
12/14/89

THE REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, DECEMBER 14, 1989 4:00 P.M., 440 TURK STREET, SAN FRANCISCO, CALIFORNIA

TENTATIVE AGENDA

DOCUMENTS DEPT.
DEC 13 1989
SAN FRANCISCO
PUBLIC LIBRARY

1. ROLL CALL:

Lewis Lillian, President
Reverend James E. Goode, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Helen Mason, Commissioner
William A. Witte, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

(a) Presentation - Executive Director's Six Month Report

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a-1) Resolution - Resolution Amending Article III, Section VI, Order of Business, of the Bylaws of the Housing Authority of the City and County of San Francisco.

(a-2) Resolution - Adopting Rules of Conduct Governing Public Testimony during Meetings of the Housing Authority of the City and County of San Francisco.

(b) Resolution - Authorizing the Executive Director to Extend the Personal Services Contract between the San Francisco Housing Authority and Milton F. Reiterman in an Amount not to Exceed $46,000.

11. NEW BUSINESS (cont'd):

(c) Resolution - Authorizing the Executive Director to Travel to Washington, DC on December 18-20, 1989 to Attend Meetings with the Department of Housing and Urban Development and Automation Research Systems regarding the San Francisco Housing Authority MIS/EDP System.

(d) Resolution - Authorizing the Executive Director to Execute a Purchase Order to Increase the Encumbrance for Consulting Services from OKM Associates by $50,000.

(e) Resolution - Authorizing Payment of Membership Dues to the Council of Large Public Housing Authorities (CLPHA) for FY 1989-90 in the Amount of $10,500.

(f-1) Resolution - Resolution for Approval of Proceed Order No. 1 in an Amount not to Exceed $52,000.00 at CAL 1-43, Yerba Buena Plaza West for the Construction of 203 Apartments and Community Center.

(f-2) Resolution - Resolution for Approval of Proceed Order No. 2 in an Amount not to Exceed $200,000.00 at CAL 1-43, Yerba Buena Plaza West for the Construction of 203 Apartments and Community Center.

(g) Resolution - Approving Modernization Project Grant to Consolidated Annual Contributions Contract No. SF-255 Authorizing its Execution and Approving Execution and Recordation of Declaration of Trust.

(h) Resolution - For Authorization of Construction Inspection Services Contract to Bruce Anderson in the Amount of $24,500.00 at Various Construction Projects.

(i) Resolution - Authorizing the Executive Director to Issue a Purchase Order for the Procurement of Paint and Paint Kits for the Tenant "As-Is" Program in an Amount not to Exceed $6,500.00.

(j) Resolution - Authorizing the Executive Director to Negotiate a Contract with and Execute a Purchase Order for Cunningham Moving and Storage to Provide Moving and Storage Services for Tenant Personal Belongings and Possessions from Evicted or Abandoned Authority Units during FY 1989-90 in an Amount not to Exceed $15,000.00.

(k) Resolution - Authorizing the Executive Director to Negotiate a Contract with and Execute a Purchase Order for Demakas Plumbing & Heating, Inc. and Bay Area Mechanical and Engineering, Inc. to Provide Plumbing Support Services to the Authority for the Remainder of FY 1989-90 in an Aggregate Amount not to Exceed $95,000.00.

(l) Resolution - Authorizing the Executive Director to Negotiate Contracts with and Execute Purchase Orders for Demakas Plumbing & Heating, Inc. and Bay Area Mechanical and Engineering, Inc. to Provide Boiler Preventive Maintenance and Heating System Repair Work for the Authority for the Remainder of FY 1989-90 in an Amount not to Exceed $400,000.00.

11. NEW BUSINESS (cont'd):

(m) Resolution - Authorizing the Executive Director to Issue a Purchase Order for the Procurement of Space Heaters in an Amount not to Exceed $8,800.00.

(n) Resolution - Authorizing the Executive Director to Negotiate a Contract with and Execute a Purchase Order for Terminix to Provide Pest Control Services through March 31, 1990 in an Amount not to Exceed $40,000.00

(o) Resolution - Authorizing the Executive Director to Negotiate a Contract with and Execute a Purchase Order for White-Westinghouse and Sears Contract Sales to Provide Stoves and Refrigerators for Authority Residents for the Remainder of FY 1989-90 in Amounts not to Exceed $207,000.00.

(p) Resolution - Authorizing the Executive Director to Enter into a Contractual Agreement with the Mayor's Public Safety Office to Coordinate Gang and Drug-Suppression Activity with Youth and Young Adults at Alice Griffith, Plaza East, Sunnydale, Valencia Gardens and Hunters View (also known as Target Sites) for Calendar Year 1990 in an Amount not to Exceed $50,000.

(q) Resolution - Reaffirming a Policy of Divestment and Adopting a Policy to Prohibit Investments with, or Contracts with, or Other Specified Uses of Funds with Persons, Financial Institutions and Other Businesses which Maintain Business Relations with South African Entities.

12. ADJOURNMENT:

David Gilmore/B.A.

DAVID GILMORE
Secretary/Executive Director

SF
H65
#3
12/14/89

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, December 14, 1989

440 Turk Street
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 440 Turk Street, San Francisco, California on Thursday, December 14, 1989 at 4:00 p.m.

1. ROLL CALL:

President Lillian called the meeting to order at 4:12 p.m.

Roll call found the following members to be:

PRESENT: Lewis Lillian, President
Reverend James E. Goode, Vice President
Reverend Harry Chuck, Commissioner
Robert J. Boileau, Commissioner
Helen Mason, Commissioner
William A. Witte, Commissioner

DOCUMENTS DEPT.
JAN 12 1990
SAN FRANCISCO
PUBLIC LIBRARY

A quorum was present.

ALSO PRESENT: David Gilmore, Executive Director
Geraldine Chavis, Legal Counsel

Commissioner Witte moved to suspend the rules of order to allow Items a-1 and 1-2 to be considered out of sequence and Commissioner Mason seconded the motion. The motion was passed.

Item a-1 and Item a-2 were adopted as shown under New Business.

2. VISITORS:

Jan Allen
Arthur Andrews
Jewel Green, Hunters View
Jennie Hawkins, Westside Courts
Kelvin Mack, Independent Housing Services
William Maloney, Health Care for the Homeless
Mary Lou McAlister, Valencia Gardens
Rose Mary Ozan, Plaza East
Robert L. Speer, PADS
Margaret Verges
Ace Washington, WAPAC
Eva Mae Williams, Plaza East

3. APPROVAL OF AGENDA:

Commissioner Mason moved to approve the agenda of December 14, 1989 and Commissioner Witte seconded the motion. The agenda of December 14, 1989 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Goode moved to approve the minutes of November 9, 1989 and Commissioner Chuck seconded the motion. The minutes of November 9, 1989 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None.

6. REPORT OF SECRETARY:

Mr. Gilmore presented the Executive Director's First Six Month Report to the Commission in written form.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Ms. Cleola Richardson presented the Tenant Representative Report. Ms. Richardson also informed the Commission that PHTA Officer elections are schedules for 10:30 am on January 10, 1989.

10. UNFINISHED BUSINESS:

None.

11. NEW BUSINESS:

(a-1) RESOLUTION NO. 3381

RESOLUTION AMENDING ARTICLE III, SECTION VI,
ORDER OF BUSINESS, OF THE BYLAWS
OF THE HOUSING AUTHORITY OF THE
CITY AND COUNTY OF SAN FRANCISCO

WHEREAS, Article III, Section VI, as amended, of the Bylaws of the Housing Authority of the City and County of San Francisco provides for the following order of business:

1. Roll Call
2. Visitors
3. Approval of Agenda
4. Approval of Minutes
5. General Communications
6. Report of Secretary
7. Committee Reports
8. Report of Counsel
9. Tenant Representative Report
10. Unfinished Business
11. New Business
12. Adjournment

WHEREAS, the Commissioners desire to change said order of business; and

WHEREAS, Article IV of said Bylaws, as amended, provides that the Bylaws may be amended by the vote of at least four of the members at a regular or special meeting;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Article III, Section VI of the Bylaws be and hereby is amended to provide as follows:

   Order of Business

   1. Roll Call
   2. Approval of Agenda
   3. Approval of Minutes
   4. General Communications
   5. Report of Secretary
   6. Committee Reports
   7. Report of Counsel
   8. Tenant Representative Report
   9. Unfinished Business
   10. New Business
   11. Visitors
   12. Adjournment

   All resolutions shall be copied into a journal of the proceedings of the Authority.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3381 and Commissioner Goode seconded the motion.

Resolution No. 3381 was UNANIMOUSLY ADOPTED.

(a-2) RESOLUTION NO. 3382

RESOLUTION ADOPTING RULES OF CONDUCT
GOVERNING PUBLIC TESTIMONY DURING MEETINGS
OF THE HOUSING AUTHORITY OF THE
CITY AND COUNTY OF SAN FRANCISCO

WHEREAS, the Ralph M. Brown Act, California Government Code Sections 54950 et. seq., (the Act) provides that every agenda for regular meetings of a local public agency shall provide an opportunity for members of the public to directly address the legislative body on items of interest to the public that are within the subject matter jurisdiction of the legislative body provided that no action shall be taken on any item not

appearing on the agenda unless otherwise authorized by the Act; and

WHEREAS, the Act authorizes the legislative bodies of public agencies to adopt reasonable regulations to ensure that this requirement is carried out;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OFF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Rules as set forth in Exhibit A attached hereto and incorporated into this resolution are hereby adopted as the rules and regulations governing members of the public and public testimony of meetings of the Authority.

2. Every agenda for regular meetings shall provide the public an opportunity to comment in accordance with these rules.

3. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3382 and Commissioner Witte seconded the motion.

Resolution No. 3382 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 3383

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO EXTEND THE PERSONAL SERVICES CONTRACT
BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY
AND MILTON F. REITERMAN IN AN AMOUNT
NOT TO EXCEED $46,000

WHEREAS, Resolution No. 3088 dated October 14, 1987 of the Housing Authority of the City and County of San Francisco authorized the extension of a personal services contract with Milton F. Reiterman to conduct labor negotiations and assist the Authority with labor relations matters; and

WHEREAS, said contract dated June 28, 1984 was for a term of three years and authorized renewals not to exceed three years; and

WHEREAS, Mr. Reiterman has performed, as Chief Labor Negotiator, in a manner which has significantly enhanced the relationships between the Authority and various local labor unions; and

WHEREAS, the Authority has a continuing need for Mr. Reiterman's expertise and experience in labor negotiations and labor relations;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to extend the personal services contract between the San Francisco Housing Authority and Milton F. Reiterman for the period from October 1, 1989 through September 30, 1990.

2. The Executive Director is further authorized to amend said contract to allow for additional extensions and renewals on an annual basis not to exceed three (3) years.

3. The contractor shall be paid for his services. However, payments during the term of this contract extension shall not exceed $46,000.

4. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Boileau moved to adopt Resolution No. 3383 and Commissioner Chuck seconded the motion.

Resolution No. 3382 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 3384

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO TRAVEL TO WASHINGTON, DC ON
DECEMBER 18-20, 1989 TO ATTEND MEETINGS WITH
THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
AND AUTOMATION RESEARCH SYSTEMS
REGARDING THE SAN FRANCISCO HOUSING AUTHORITY
MIS/EDP SYSTEM

WHEREAS, the San Francisco Housing Authority had entered into an agreement with the Department of Housing and Urban Development and with Automation Research Systems to develop an Electronic Data Processing System for the San Francisco Housing Authority; and

WHEREAS, there is a need to review the status of the project with top management of Automation Research Systems and Department of Housing and Urban Development Headquarters officials in Washington, DC; and

WHEREAS, this Authority deems that the attendance of the Executive Director at this meeting is important and essential to the Authority's conduct of its low rent programs;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. David Gilmore, Executive Director, is hereby authorized to travel to Washington, DC to attend the aforementioned meetings with Automation Research Systems and the Department of Housing and Urban Development on December 18-20, 1989.

2. Travel be in conformance with the Travel Policy of this Authority.

3. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3384 and Commissioner Witte seconded the motion.

Resolution No. 3384 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 3385

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO EXECUTE A PURCHASE ORDER TO INCREASE
THE ENCUMBRANCE FOR CONSULTING SERVICES
FROM OKM ASSOCIATES BY $50,000

WHEREAS, OKM Associates has begun a review and assessment of the San Francisco Housing Authority operations; and

WHEREAS, the Housing Authority of the City and County of San Francisco adopted Resolution No. 3345 on August 10, 1989 for the Executive Director to enter into a contract with OKM Associates; and

WHEREAS, OKM Associates, a national consulting group, has successfully demonstrated their ability to assess the management and administration of various programs of the Authority; and

WHEREAS, OKM Associates has completed its review of the Section 8 program and the development of an MIS/EDP system and has filed its reports; and

WHEREAS, there is a need to proceed with the review of the San Francisco Housing Authority operations;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to execute a purchase order to extend funding for the

services detailed above in an amount not to exceed the following:

OKM Associates - $50,000.00

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Witte moved to adopt Resolution No. 3385 and Commissioner Mason seconded the motion.

Resolution No. 3385 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 3386

RESOLUTION AUTHORIZING PAYMENT OF MEMBERSHIP DUES TO THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) FOR FISCAL YEAR 1989-90

WHEREAS, there exists an association known as the Council of Large Public Housing Authorities (CLPHA); and

WHEREAS, CLPHA provides valuable benefits and services only to its member large public housing authorities; and

WHEREAS, the Housing Authority of the City and County of San Francisco is considered to be a large public housing authority; and

WHEREAS, the Authority wishes to avail itself of the benefits available to it by virtue of membership in CLPHA;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Membership in CLPHA be obtained for Fiscal Year 1989-90.

2. The Executive Director is authorized to pay CLPHA dues in the amount of $10,500.00.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Witte moved to adopt Resolution No. 3386 and Commissioner Chuck seconded the motion.

Resolution No. 3386 was UNANIMOUSLY ADOPTED.

(f-1) RESOLUTION NO. 3387

RESOLUTION FOR APPROVAL OF PROCEED ORDER NO. 1
IN AN AMOUNT NOT TO EXCEED $52,000.00 AT
CAL 1-43, YERBA BUENA PLAZA WEST
CONSTRUCTION OF 203 APARTMENTS AND COMMUNITY CENTER

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority," entered in a construction contract with Dow Builders for the construction of 203 apartments and community center at CAL 1-43, Yerba Buena Plaza West on August 25, 1989; and

WHEREAS, the Authority needed to add the scope of work described by Proceed Order No. 1 to this contract; and

WHEREAS, the Executive Director acted in the interest of the Authority and authorized the required work; and

WHEREAS, the Authority staff monitored the proposed work and reported costs on time-and-materials basis; and

WHEREAS, funds in the amount of said Proceed Orders are available in CIAP Budget CA 1-914;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Proceed Order No. 1 in the amount of $52,000.00 to Dow Builders is hereby ratified.

2. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3387 and Commissioner Boileau seconded the motion.

Resolution No. 3387 was UNANIMOUSLY ADOPTED.

(f-2) RESOLUTION NO. 3388

RESOLUTION FOR APPROVAL OF PROCEED ORDER NO. 2
IN AN AMOUNT NOT TO EXCEED $200,000.00 AT
CAL 1-43, YERBA BUENA PLAZA WEST
CONSTRUCTION OF 203 APARTMENTS AND COMMUNITY CENTER

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority," entered in a construction contract with Dow Builders for the construction of 203 apartments and community center at CAL 1-43, Yerba Buena Plaza West on August 25, 1989; and

WHEREAS, the Authority wishes to add the scope of work described by Proceed Order No. 2 to this contract; and

WHEREAS, the Authority staff will monitor the proposed work and report costs on time-and-materials basis; and

WHEREAS, funds in the amount of said Proceed Order are available in CIAP Budget CA 1-914 and Development Budget CA 39-P001-043;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Proceed Order No. 2 in the amount of $200,000.00 to Dow Builders is approved.

2. The Executive Director is authorized to execute said Proceed Order.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Witte moved to adopt Resolution No. 3388 and Commissioner Chuck seconded the motion.

Resolution No. 3388 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 3389

RESOLUTION APPROVING MODERNIZATION PROJECT GRANT TO CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT NO. SF-255 AUTHORIZING ITS EXECUTION AND APPROVING EXECUTION AND RECORDATION OF DECLARATION OF TRUST

See attached.

Commissioner Witte moved to adopt Resolution No. 3389 and Commissioner Chuck seconded the motion.

Resolution No. 3389 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 3390

RESOLUTION FOR AUTHORIZATION OF CONSTRUCTION INSPECTION SERVICES CONTRACT TO BRUCE ANDERSON IN THE AMOUNT OF $24,500.00 AT VARIOUS CONSTRUCTION PROJECTS

WHEREAS, the Housing Authority of the City and County of San Francisco, hereafter called "the Authority," wishes to execute boiler system rehabilitation and replacement construction

contracts at various Authority properties over the next calendar year; and

WHEREAS, the Authority wishes to increase the construction inspection capacity of its staff by a time limited contract for inspection services of an inspector highly qualified in boiler systems; and

WHEREAS, the Authority publicly advertised for qualified boiler inspection services and Mr. Bruce Anderson has been proposed as a qualified respondent; and

WHEREAS, the Authority staff has reviewed the proposed cost of said services and found the same to be fair and reasonable; and

WHEREAS, funds in the amount of said Contract are available in CIAP Budget CA 1-916;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. A construction inspection services contract in the amount of $24,500.00 to Bruce Anderson is approved.

2. The Executive Director is authorized to execute said Contract.

3. This resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3390 and Commissioner Chuck seconded the motion.

Resolution No. 3390 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 3391

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ISSUE A PURCHASE ORDER FOR THE PROCUREMENT OF PAINT AND PAINT KITS FOR THE TENANT "AS-IS" PROGRAM IN AN AMOUNT NOT TO EXCEED $6,500.00

WHEREAS, the Authority wishes to provide adequate materials and supplies to maintain its facilities in a manner that promotes a clean environment for its residents; and

WHEREAS, the Authority solicited quotes from an adequate number of responsible bidders in order to provide paint and paint kits at a price that is most advantageous to the Authority; and

WHEREAS, the Authority reviewed and evaluated the quotes received and has selected Glidden as the lowest, responsive, responsible bidder for the paint, and Kelly Moore as the lowest, responsive, responsible bidder for the paint kits; and

WHEREAS, funding for the materials listed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order with Glidden for two gallon pails of paint to be used in the tenant "as-is" program.

2. The Executive Director is authorized to execute a purchase order with Kelly Moore for paint kits to be used in the tenant "as-is" program.

3. The aggregate amount of the purchase orders for the materials described above shall not exceed $6,500.00.

4. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3391 and Commissioner Goode seconded the motion.

Resolution No. 3391 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION NO. 3392

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A CONTRACT WITH AND EXECUTE A PURCHASE ORDER FOR CUNNINGHAM MOVING AND STORAGE TO PROVIDE MOVING AND STORAGE SERVICES FOR TENANT PERSONAL BELONGINGS AND POSSESSIONS FROM EVICTED OR ABANDONED AUTHORITY UNITS DURING FISCAL YEAR 1989-90 IN AN AMOUNT NOT TO EXCEED $15,000.00

WHEREAS, in order to maintain proper and effective administration over the Authority's daily operations, moving and storage services for evicted units must be secured; and

WHEREAS, the Authority solicited bids from qualified moving and storage companies to provide the required services per a Request for Quotation number 001-90; and

WHEREAS, based on the evaluation of the bids submitted Cunningham Moving and Storage was the lowest, responsive, responsible bidder to provide moving and storage services in

a manner that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, the Authority wishes to extend through the end of the current fiscal year a contract with the following selected vendor:

Cunningham Moving and Storage - Labor, materials, equipment and vehicles for the moving and storage of the personal effects and other belongings of tenants subsequent to their eviction from or abandonment of Authority housing units.

WHEREAS, funding for the services detailed above is available from the operating budget of the Authority for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate a contract with and execute a purchase order for Cunningham Moving and Storage in the not to exceed amount of $15,000.00 for moving and storage of personal effects and other belongings of tenants evicted from or abandoning Authority housing units for the remainder of Fiscal Year 1989-90.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3392 and Commissioner Witte seconded the motion.

Resolution No. 3392 was UNANIMOUSLY ADOPTED.

(k) RESOLUTION NO. 3393

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO NEGOTIATE A CONTRACT WITH AND EXECUTE A
PURCHASE ORDER FOR DEMAKAS PLUMBING & HEATING, INC.
AND BAY AREA MECHANICAL AND ENGINEERING, INC.
TO PROVIDE PLUMBING SUPPORT SERVICES TO
THE AUTHORITY FOR THE REMAINDER OF
FISCAL YEAR 1989-90 IN AN AGGREGATE AMOUNT
NOT TO EXCEED $95,000.00

WHEREAS, as part of the Authority's objectives, it wishes to provide clean, safe and healthy premises for its employees and residents; and

WHEREAS, the Authority solicited proposals to provide plumbing services to its housing developments for the purpose of securing adequate support for its own plumbing staff during

emergencies and other instances where such support is warranted and necessary; and

WHEREAS, the Authority received and reviewed two responses to its Request for Proposals number 002-90 and determined that it is most advantageous for the Authority to award contracts to each of the two respondents, cost and other factors considered; and

WHEREAS, the Authority decided that a line of demarcation running from the northeast corner of San Francisco would be used to separate the areas of service for each contractor; and

WHEREAS, in consideration of cost and other factors, it is most advantageous for the Authority to negotiate with Bay Area Mechanical and Engineering, Inc. to provide services, as specified in the Authority's Request for Proposals number 002-90, in the area north of the stated line of demarcation; and

WHEREAS, in consideration of cost and other factors, it is most advantageous for the Authority to negotiate with Demakas Plumbing & Heating, Inc. to provide the services, as specified in the Authority's Request for Proposals number 002-90, in the areas south of the stated line of demarcation; and

WHEREAS, funding for these services is available from the operating budget of the Authority for Fiscal Year 1989-90, as approved by the Board of Commissioners;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and execute a contract with Bay Area Mechanical and Engineering, Inc. to provide plumbing system support services for the Authority in accordance with the specifications detailed in the Request for Proposals number 002-90 for the remainder of Fiscal Year 1989-90.

2. The Executive Director is authorized to negotiate and execute a contract with Demakas Plumbing & Heating, Inc. to provide plumbing system support services for the Authority in accordance with the specifications detailed in the Request for Proposals number 002-90 for the remainder of Fiscal Year 1989-90.

3. The Executive Director is authorized to negotiate and execute a contract with only one of the contractors identified herein if an agreement cannot be reached with both contractors that is in the best interests of the Authority.

4. The authorized purchase orders shall be in an aggregate amount not to exceed $95,000.00 for the services as detailed above.

5. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Boileau moved to adopt Resolution No. 3393 and Commissioner Witte seconded the motion.

Resolution No. 3393 was UNANIMOUSLY ADOPTED.

(1) RESOLUTION NO. 3394

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE CONTRACTS WITH AND EXECUTE PURCHASE ORDERS FOR DEMAKAS PLUMBING & HEATING, INC. AND BAY AREA MECHANICAL AND ENGINEERING, INC. TO PROVIDE BOILER PREVENTIVE MAINTENANCE AND HEATING SYSTEM REPAIR WORK FOR THE AUTHORITY FOR THE REMAINDER OF FISCAL YEAR 1989-90 IN AN AMOUNT NOT TO EXCEED $400,000.00

WHEREAS, the Authority is committed to maintaining the heating systems and boilers throughout its developments in optimal operating condition; and

WHEREAS, the Authority solicited proposals from an adequate number of contractors to provide the necessary services as described in the Request for Proposals number 003-90; and

WHEREAS, the Authority received and reviewed proposals for these services and determined that Demakas Plumbing & Heating, Inc. and Bay Area Mechanical and Engineering, Inc. were the lowest, responsive, responsible bidders to provide the services required at a price that is most advantageous to the Authority, cost and other factors considered; and

WHEREAS, the Authority decided that a line of demarcation running from the northeast corner of San Francisco, along Market Street, to the southwest boundary of San Francisco, would be used to separate the areas of service for each contractor; and

WHEREAS, in consideration of cost and other factors, it is most advantageous for the Authority to negotiate with Bay Area Mechanical and Engineering, Inc. to provide the services, as specified in the Authority's Request for Proposals number 003-90, in the area north of the stated line of demarcation; and

WHEREAS, in consideration of cost and other factors, it is most advantageous for the Authority to negotiate with Demakas Plumbing & Heating, Inc. to provide the services, as specified in the Authority's Request for Proposals number 003-90, in the area south of the stated line of demarcation; and

WHEREAS, funding for the services detailed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1989-90.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate and execute a contract with Bay Area Mechanical and Engineering, Inc. to provide heating system repair services and boiler preventive maintenance work for the Authority in accordance with the specifications detailed in the Request for Proposals number 003-90 for the remainder of Fiscal Year 1989-90.

2. The Executive Director is authorized to negotiate and execute a contract with Demakas Plumbing & Heating, Inc. to provide heating system repair services and boiler preventive maintenance work for the Authority in accordance with the specifications detailed in the Request for Proposals number 003-90 for the remainder of Fiscal Year 1989-90.

3. The Executive Director is authorized to negotiate a contract with only one of the contractors identified herein if an agreement cannot be reached with both contractors that is in the best interest of the Authority.

4. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Boileau moved to adopt Resolution No. 3394 and Commissioner Witte seconded the motion.

Resolution No. 3394 was UNANIMOUSLY ADOPTED.

(m) RESOLUTION NO. 3395

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ISSUE A PURCHASE ORDER FOR THE PROCUREMENT OF SPACE HEATERS IN AN AMOUNT NOT TO EXCEED $8,800.00

WHEREAS, the Authority wishes to provide adequate materials and supplies to maintain its facilities in a manner that promotes a healthy and safe environment for its residents; and

WHEREAS, the Authority has solicited quotes from an adequate number of responsible bidders in order to provide space heaters at a price that is most advantageous to the Authority; and

WHEREAS, the Authority reviewed and evaluated the quotes received and has selected Cal Steam Plumbing as the lowest, responsive, responsible bidder for the space heaters; and

WHEREAS, funding for the materials listed above was approved by the Commission as part of the Authority's operating budget for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order with Cal Steam Plumbing for space heaters in an amount not to exceed $8,800.00.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Mason moved to adopt Resolution No. 3395 and Commissioner Witte seconded the motion.

Resolution No. 3395 was UNANIMOUSLY ADOPTED.

(n) RESOLUTION NO. 3396 (AS AMENDED)

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO NEGOTIATE A CONTRACT WITH AND EXECUTE A
PURCHASE ORDER FOR TERMINIX TO PROVIDE
PEST CONTROL SERVICES THROUGH MARCH 31, 1990
IN AN AMOUNT NOT TO EXCEED $20,000.00

WHEREAS, the Authority wishes to control the infestation of roaches, mice and other pests in its housing developments in order to provide a clean and healthy environment for its residents; and

WHEREAS, the Authority solicited proposals from thirteen (13) licensed pest control contractors in open and full competition in February 1989; and

WHEREAS, the Authority determined that Terminix International, Inc. was the lowest, responsive, responsible bidder to provide the required services in a manner that was most advantageous to the Authority, cost and other factors considered; and

WHEREAS, the Authority evaluated the services of Terminix International, Inc. between June 1989 and September 1989 and determined that their overall performance was adequate during this period of time; and

WHEREAS, funding for the services described herein is available from the operating budget of the Authority as approved by the Commission for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate a contract with and execute a purchase order for Terminix International, Inc. to provide pest control services through March 31, 1990 in an amount not to exceed $20,000.00.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3396 and Commissioner Witte seconded the motion.

Commissioner Boileau moved to amend Resolution No. 3396 to an amount not to exceed $20,000 and Commissioner Goode seconded the motion.

The motion to amend was UNANIMOUSLY ADOPTED.

Resolution No. 3396 was UNANIMOUSLY ADOPTED as amended.

(o) RESOLUTION NO. 3397

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A CONTRACT WITH AND EXECUTE A PURCHASE ORDER FOR WHITE-WESTINGHOUSE AND SEARS CONTRACT SALES TO PROVIDE STOVES AND REFRIGERATORS FOR AUTHORITY RESIDENTS FOR THE REMAINDER OF FISCAL YEAR 1989-90 IN AMOUNTS NOT TO EXCEED $207,000.00

WHEREAS, the Authority is committed to providing quality stoves and refrigerators to the residents of its Senior and Family housing developments; and

WHEREAS, White-Westinghouse provided a bid to supply stoves and refrigerators, as well as, delivery, installation and haul-away charges, that are the most cost effective for the Authority in its family developments, and therefore, was the lowest, responsive, responsible bidder for these appliances; and

WHEREAS, Sears Contract Sales provided a bid for refrigerators for senior developments that is the most effective for the Authority, and in some cases, the only vendor available under the Consolidated Supply Program to provide the small sized refrigerators used in most senior units (10.6 cubic feet), and therefore, was the lowest, responsive, responsible bidder for these appliances; and

WHEREAS, funding for the services and appliances detailed above has been approved by the Commission as part of the Authority's operating budget for Fiscal Year 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to negotiate a contract with and execute a purchase order for White-Westinghous to deliver and install stoves and refrigerators in the Authority's housing developments for the remainder of Fiscal Year 1989-90.

2. The Executive Director is authorized to negotiate a contract with and execute a purchase order for Sears Contract Sales to deliver small refrigerators (10.6 cubic feet) for installation in senior units for the remainder of Fiscal Year 1989-90.

3. The purchase orders shall be in an aggregate amount not to exceed $207,000.00 for the services as detailed above.

4. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Witte moved to adopt Resolution No. 3397 and Commissioner Goode seconded the motion.

Resolution No. 3397 was ADOPTED with one ABSTENTION from Commissioner Boileau.

(p) RESOLUTION NO. 3398

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACTUAL AGREEMENT WITH THE MAYOR'S PUBLIC SAFETY OFFICE TO COORDINATE GANG AND DRUG-SUPPRESSION ACTIVITY WITH YOUTH AND YOUNG ADULTSAT ALICE GRIFFITH, PLAZA EAST, SUNNYDALE, VALENCIA GARDENS AND HUNTERS VIEW (ALSO KNOWN AS TARGET SITES) FOR CALENDAR YEAR 1990 IN AN AMOUNT NOT TO EXCEED $50,000

WHEREAS, the San Francisco Housing Authority (the "Authority") wishes to eliminate gang and drug-related activities in our developments and believes that by identifying and training young adults to assume positive leadership roles we can create a safer environment for our families; and

WHEREAS, the Authority has identified the Alice Griffith, Yerba Buena Plaza East, Sunnydale, Valencia Gardens and Hunters View as target sites for implementation of drug prevention and intervention activity; and

WHEREAS, the Mayor's Public Safety Office represents itself able to perform the services required by the Authority and the Authority finds the Contractor is so qualified; and

WHEREAS, funding for these services is provided for in the Comprehensive Improvement Assistance Program (CIAP) for FY 1989-90;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a purchase order for and enter into a contractual agreement with the Mayor's Public Safety Office for the procurement of gang and drug-suppression activity beginning January 1; 1990 through December 31, 1990 in an amount not to exceed $50,000.00.

2. This resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis

_____
Date

Commissioner Goode moved to adopt Resolution No. 3398 and Commissioner Mason seconded the motion.

Resolution No. 3398 was ADOPTED with one ABSTENTION from Commissioner Boileau.

(q) RESOLUTION NO. 3399

RESOLUTION REAFFIRMING A POLICY OF DIVESTMENT AND ADOPTING A POLICY TO PROHIBIT INVESTMENTS WITH, OR CONTRACTS WITH, OR OTHER SPECIFIED USES OF FUNDS WITH PERSONS, FINANCIAL INSTITUTIONS AND OTHER BUSINESSES WHICH MAINTAIN BUSINESS RELATIONS WITH SOUTH AFRICAN ENTITIES

WHEREAS, the City and County of San Francisco in Article XIX of the San Francisco Administrative Code declared a policy of divestment of city funds as well as prohibition of investment of city funds with persons, financial institutions and other businesses which maintain business relations with South African entities; and

WHEREAS, the Commissioners of the Housing Authority of the City and County of San Francisco affirm the finding and declaration of the Board of Supervisors that the system of apartheid is morally repugnant to the people of the City and County of San Francisco and wish to reaffirm a policy of divestment and adopt a policy of prohibition of investments with or contracting with or other specified uses of funding with persons, financial institutions and other businesses which maintain business relations with South African entities;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. No Housing Authority funds shall be deposited or remain deposited in or be invested or remain invested in the accounts, certificates, stocks, bonds, securities or other obligations of any financial institution which after the effective date of this resolution makes or underwrites a security of any loan to: a) the government of South Africa; or b) any business entity organized under the laws of South Africa and doing business in South Africa; or c) any business entity for the expressed purpose of doing business with, conducting operations in, or trading with any public or private entity located in South Africa. In determining whether a deposit, loan or investment is made to another person or entity for the expressed purpose of assisting that other person or entity to do business with South Africa or any private business entity located in South Africa. In determining whether a deposit, loan or investment is made to another person or entity for the expressed purpose of assisting that other person or entity to do business with South Africa or any private business entity located in South Africa, the person or entity making the deposit, loan or investment will not be required to make any inquiry beyond that made in the normal course of that person's or entity's business.

2. The Authority shall not enter into or renew any contractual agreement for the provision of contractual services with any person, entity or financial institution which provides services to a) the government of South Africa; b) any business or entity organized under the laws of South Africa; c) any business entity for the expressed purpose of assisting that business' operations in, or that business' trading with, any public or private entity located in South Africa. In determining whether contractual services are provided to a business entity for the expressed purpose of assisting that business trading with any public or private entity located in South Africa, the person or entity providing such services will not be required to make enquiry beyond that made in the normal course of that person's or entity's business.

3. The Executive Director is authorized to develop regulations and procedures to implement this policy. San Francisco Administrative Code Article XIX shall be used as a basis of these regulations and procedures and in interpreting this policy.

4. Requirements established under this policy shall be subject to the approval of the U.S. Department of Housing and Urban Development and the Federal government.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Goode moved to adopt Resolution No. 3399 and Commissioner Witte seconded the motion.

Resolution No. 3399 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission the meeting of December 14, 1989 was adjourned at 6:39 p.m. President Lillian announced that the regular meeting scheduled for December 28, 1989 will be cancelled. The next regular meeting has been scheduled for January 11, 1990.

_____
LEWIS LILLIAN, President

_____
DAVID GILMORE, Secretary and
Executive Director

65
8/89
cellen

SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

DOCUMENTS DEPT.
JAN 3 1990
SAN FRANCISCO
PUBLIC LIBRARY

DECEMBER 20, 1989

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO TO BE HELD ON THURSDAY, DECEMBER 28, 1989 IS CANCELLED.

THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, JANUARY 11, 1990 AT 440 TURK STREET, SAN FRANCISCO, CALIFORNIA.

David Gilmore

DAVID GILMORE
SECRETARY/EXECUTIVE DIRECTOR

3